



City of Santa Clara

Joint Meeting Agenda of the City Council and Authorities Concurrent & Santa Clara Stadium Authority Board



Tuesday, April 23, 2024

4:30 PM

Hybrid Meeting
City Hall Council Chambers/Virtual
1500 Warburton Avenue
Santa Clara, CA 95050

The City of Santa Clara is conducting City Council meetings in a hybrid manner (in-person and continues to have methods for the public to participate remotely).

• Via Zoom:

o <https://santaclaraca.zoom.us/j/99706759306>

Meeting ID: 997-0675-9306

How to Submit Written Public Comment Before City Council Meeting:

1. Use the eComment tab located on the City Council Agenda page <https://santaclaraca.legistar.com/Calendar.aspx>. eComments are directly sent to the iLegislate application used by City Council and staff, and become part of the public record. eComment closes 15 minutes before the start of a meeting.
2. By email to clerk@santaclaraca.gov by 12 p.m. the day of the meeting. Those emails will be forwarded to the Council and will be uploaded to the City Council Agenda as supplemental meeting material. Emails received after the 12 p.m. cutoff time up through the end of the meeting will form part of the meeting record. Please identify the Agenda Item Number in the subject line of your email.

NOTE: Please note eComments and Emails received as public comment **will not** be read aloud during the meeting.

Agendas, Staff Reports and some associated documents for City Council items may be viewed on the Internet at <https://santaclaraca.legistar.com/Calendar.aspx>

All public records relating to an open session item on this agenda, which are not exempt from disclosure pursuant to the California Public Records Act, that are distributed to a majority of the legislative body will be available for public inspection at the Office of the City Clerk at Santa Clara City Hall, 1500 Warburton Avenue, Santa Clara, CA 95050 at the same time that the public records are distributed or made available to the legislative body. Any draft contracts, ordinances and resolutions posted on the Internet site or distributed in advance of the Council meeting may not be the final documents approved by the City Council. For the final document, you may contact the Office of the City Clerk at (408) 615-2220 or Clerk@santaclaraca.gov.

Closed Session - 4:30 PM | Study Session - 5:00 PM | Regular Meeting - 7:00 PM

4:30 PM CLOSED SESSION

Call to Order in the Council Chambers

Confirmation of Quorum

1. **24-431** [Conference with Labor Negotiators \(CC\)](#)
[Pursuant to Gov. Code § 54957.6](#)

[City representatives: Jovan D. Grogan, Nadine Nader, Aracely Azevedo, Marco Mercado, Charles Sakai, Glen R. Googins](#)

[Employee Organization\(s\):](#)
[Units #5, 7 & 8 - City of Santa Clara Employees Association](#)
[Santa Clara Police Officers Association Unit #2](#)

Public Comment

The public may provide comments regarding the Closed Session item(s) just prior to the Council beginning the Closed Session. Closed Sessions are not open to the public.

Convene to Closed Session (Council Conference Room)

If additional time is required, Council will adjourn back into Closed Session immediately following the Regular Meeting.

5:00 PM STUDY SESSION

Call to Order in the Council Chambers

Confirmation of Quorum

- 2.A **24-80** [Study Session: Update on the Santa Clara Valley Transportation Authority's BART Silicon Valley Phase II Extension Project](#)

Recommendation: Note and file this report and provide any feedback to the VTA.

- 2.B **24-178** [Presentation of Voter Research Survey Results for a November 2024 Ballot Measure](#)

Recommendation: Provide initial feedback on survey results and note and file the report.

7:00 PM JOINT CITY COUNCIL/STADIUM AUTHORITY BOARD MEETING

Call to Order in the Council Chambers

Pledge of Allegiance and Statement of Values

Roll Call

REPORTS OF ACTION TAKEN IN CLOSED SESSION MATTERS

CONTINUANCES/EXCEPTIONS/RECONSIDERATIONS

SPECIAL ORDER OF BUSINESS

- 3.A 24-1478** [Proclamation of April as Autism Acceptance Month](#)
- 3.B 24-239** [Proclamation of Courageous Kids Day in the City of Santa Clara](#)
- 3.C 24-242** [Proclaim May 1, 2024 as Law Day in the City of Santa Clara](#)
- 3.D 24-394** [Proclamation of Drinking Water Week May 5-11, 2024](#)

CONSENT CALENDAR

[Items listed on the CONSENT CALENDAR are considered routine and will be adopted by one motion. There will be no separate discussion of the items on the CONSENT CALENDAR unless discussion is requested by a member of the Council, staff, or public. If so requested, that item will be removed from the CONSENT CALENDAR and considered under CONSENT ITEMS PULLED FOR DISCUSSION.]

- 4.A 24-07** [Board, Commissions and Committee Minutes](#)

Recommendation: Note and file the Minutes of:
Americans with Disabilities Act Committee - May 18, 2023
Bicycle & Pedestrian Advisory Committee - October 23, 2023
Board of Library Trustees - March 4, 2024
Cultural Commission - March 4, 2024
Governance and Ethics Committee - December 4, 2023
Parks & Recreation Commission - March 19, 2024

4.B 24-1611 [Action on the Federal and State Income Tax Exempt Reporting for Fiscal Year 2022/2023](#)

Recommendation: Authorize the Executive Director, or designee, to file the 2022 Internal Revenue Service Form 990 (Return of Organization Exempt from Income Tax) and the State of California Form 199 (Exempt Organization Annual Information Return) on behalf of the City of Santa Clara Public Facilities Financing Corporation.

4.C 24-282 [Action to Accept a \\$963,000 Award from FY 2024 Federal Appropriations Community Project Funding/Congressionally Directed Spending in Support of the Public Safety Communications Infrastructure Project and to Approve the Related Budget Amendments](#)

Recommendation:

1. Accept and approve FY 2024 Federal Appropriations Committee Community Project Funding/Congressionally Directed Spending (CPFCDs) funding to support the Public Safety Communications Infrastructure Project (\$963,000);
2. Approve the following FY 2023/24 budget amendments:
 - a. In the Communication Acquisitions Fund, recognize Revenue from Other Agencies in the amount of \$963,000 and increase the Capital Outlay budget in the amount of \$963,000 (**five affirmative Council votes required to appropriate additional revenue**); and
3. Authorize the City Manager and Finance Director to sign any and all documents required to accept the described funding in final forms approved by the City Attorney.

4.D 24-91 [Action on Amendment No. 1 to the Agreement with David L. Gates & Associates, Inc. for Design Professional Services for the Henry Schmidt Park Playground Rehabilitation Project](#)

- Recommendation:**
1. Approve and authorize the City Manager to execute Amendment No. 1 to the Agreement for Design Professional Services with David L. Gates & Associates, Inc. for the Henry Schmidt Park Playground Rehabilitation Project in the amount not-to-exceed \$507,546, in a final form approved by the City Attorney; and
 2. Authorize the City Manager to make minor modifications to the Agreement, including time extensions, if needed.

4.E 24-102 [Action on Amendment No. 2 with Life Scan Wellness Center for Occupational Medical Services for Santa Clara Fire Department Personnel](#)

- Recommendation:**
1. Authorize the City Manager to execute Amendment No. 2 with Life Scan Wellness Center for occupational medical services for Fire Department personnel to increase the amount of the agreement by \$138,880 and to extend the term of the agreement through April 30, 2025, for a revised not-to-exceed maximum compensation of \$377,427; and
 2. Authorize the City Manager to exercise an optional extension for one additional year through April 30, 2026, pursuant to the terms and limitations of the Second Revised Exhibit B1, subject to the appropriation of funds, and in a form approved by the City Attorney.

4.F 24-306 [Action on Amendment No. 4 to the Agreement with InfoSend, Inc. for Utility Billing Print and Mail Services to Extend the Term by Six Months and Increase the Maximum Compensation by \\$280,000](#)

- Recommendation:**
1. Authorize the City Manager to execute Amendment No. 4 to the Agreement with InfoSend, Inc. to extend the term of the Agreement by six months ending on December 31, 2024 and increase the maximum compensation by \$280,000 to \$2,660,000.

4.G 24-1597 [Action on a Resolution of Intention for Parking Maintenance District No. 122 - Franklin Square](#)

- Recommendation:**
1. Adopt a Resolution of Intention to order that the alternative method for the levy of benefit assessment be made applicable to the City of Santa Clara Parking Maintenance District No. 122;
 2. Set a hearing date of June 4, 2024 to approve the Director's Report FY 2024/25; and
 3. Authorize the publication, mailing, and posting of the Notice of Public Hearing as stated in the Resolution of Intention.

4.H 24-286 [Action on Software Licenses and Subscription Renewal Order with Accela, Inc. for Citizen Request Management Software \(MySantaClara\)](#)

- Recommendation:**
1. Authorize the City Manager to execute the Renewal Order Form with Accela, Inc., pursuant to the terms of the Master SaaS Agreement, for subscription and support services, covering the period from November 9, 2023 to November 10, 2024, for the Citizen Request Management Software, with a not-to-exceed maximum amount of \$35,696.57, for a total cumulative amount of \$254,410.10; and
 2. Authorize the City Manager to negotiate and execute future Renewal Order Forms pursuant to the terms of the Master SaaS Agreement to continue receiving subscription and support services from Accela, Inc. for as long as the Citizen Request Management Software is used by the City, subject to the appropriation of funds and the review and approval as to form by the City Attorney.

4.I 24-339 [Action on Authorizing the Use of City Electric Forces for a Project Located at 80 Saratoga Avenue](#)

- Recommendation:**
1. Determine the proposed action is exempt from CEQA pursuant to Section 15303 (Class 3 - New Construction or Conversion of Small Structures) of Title 14 of the California Code of Regulations; and
 2. Declare and determine in accordance with Section 1310 of the City Charter that the public work located at 80 Saratoga Avenue are better performed by the City with its own employees based on the information set forth in this Report to Council and authorize the performance of this public work consistent with this authorization.

4.J 24-227 [Informational Report on 2024 Q1 Legislative Updates](#)

- Recommendation:**
1. Note and file the informational report on 2024 Q1 legislative updates.

4.K 24-75 [Adoption of a Resolution of Intention for Maintenance District No. 183 - Santa Clara Convention Center Complex](#)

- Recommendation:**
1. Adopt a Resolution of Intention to order that the alternative method for the levy of benefit assessment be made applicable to the Santa Clara Convention Center Complex Maintenance District No. 183;
 2. Set a hearing date of June 4, 2024 to approve the Director's Report FY 2024/25; and
 3. Authorize the publication, mailing, and posting of the Notice of Public Hearing as stated in the Resolution of Intention.

- 4.L 24-348** [Authorize the Mayor to Execute an Agreement with Daniel Keen in the amount of \\$50,000 to Facilitate the Performance Evaluation Process for Council Appointees \(City Manager and City Attorney\)](#)

Recommendation: Authorize the Mayor to execute a Services Agreement with Daniel Keen in the amount of \$50,000 for a term through December 31, 2025, and two, one year options to extend the term through December 31, 2027 if both options are exercised, to facilitate the Performance Appraisal Process for each Council Appointee (City Manager and City Attorney) in a final form approved by the City Attorney's Office.

- 4.M 24-354** [Action on Addition of a New Limited-Term \(5-year\) Assistant Director of Electric Utility Position for Silicon Valley Power to Support Delivery of System Expansion Capital Projects](#)

Recommendation: That the City Council approve the addition of a new Limited-Term Assistant Director of Electric Utility Position for Silicon Valley Power to Support Delivery of the System Expansion Capital Projects.

- 4.N 24-391** [Action to Approve Official Travel Request from Councilmember Kevin Park for the AAPI LeaD \(Leadership Elected and Appointed\) Summit](#)

Recommendation: Action on approval for Official Travel Request from Councilmember Kevin Park for the inaugural AAPI LeaD Summit.

- 4.O 24-398** [Action on a Resolution Revising the Council and Authorities/Stadium Authority Regular Meetings Dates for the 2024 Calendar Year](#)

Recommendation: Adopt a Resolution revising the Council and Authorities/Stadium Authority regular meeting dates for the 2024 calendar year to reflect the cancelation of the November 5, 2024 meeting and to set November 12, 2024 as a Joint Council and Authorities Concurrent/Stadium Authority regular meeting.

- 4.P 24-422 [Action to Waive Second Reading and Adopt Ordinance No. 2068 to Authorize the Substantial Building, Construction, Reconstruction, and Development of Henry Schmidt Park in Accordance with the Updated Henry Schmidt Master Plan](#)

Recommendation: Waive Second Reading and Adopt Ordinance No. 2068 to Authorize the Substantial Building, Construction, Reconstruction, and Development of Henry Schmidt Park in Accordance with the Updated Henry Schmidt Master Plan.

PUBLIC PRESENTATIONS

[This item is reserved for persons to address the Council or authorities on any matter not on the agenda that is within the subject matter jurisdiction of the City or Authorities. The law does not permit action on, or extended discussion of, any item not on the agenda except under special circumstances. The governing body, or staff, may briefly respond to statements made or questions posed, and appropriate body may request staff to report back at a subsequent meeting. Although not required, please submit to the City Clerk your name and subject matter on the speaker card available in the Council Chambers.]

CONSENT ITEMS PULLED FOR DISCUSSION

PUBLIC HEARING/GENERAL BUSINESS

5. 24-336 [Update on the George F. Haines International Swim Center \(ISC\)](#)

Recommendation: It is recommended that the City Council:
1. Note and file the report.

6. 24-101 [Public Hearing: Action on the Adoption of the FY 2024/25 Proposed Municipal Fee Schedule](#)

Recommendation:

1. Approve Resolution Adopting the “City of Santa Clara 2024/25 Municipal Fee Schedule” with an effective date of July 1, 2024, which (1) sets new Fees; (2) amends existing Fees; (3) retains unchanged Fees for various City departments; and (4) deletes certain fees.

7. **24-433** [Action on Proposed Changes to the City's 4th of July Special Event Activities and an Amendment to Silicon Valley Power's Sponsorship List of Annual Events and Activities to Include Sponsorship of the 4th of July Fireworks Show in the Amount of \\$50,000](#)

Recommendation:

1. Authorize the City Manager to continue negotiations with Mission College and Great America and take all necessary steps to host and provide services for the 2024 All-City Picnic and Fireworks Extravaganza in alignment with the plan outlined in this Report; and
2. Approve the addition of the 4th of July Fireworks show to Silicon Valley Power's List of Annual Sponsorships in the amount of \$50,000.

REPORTS OF MEMBERS, SPECIAL COMMITTEES AND COUNCILMEMBER 030 REQUESTS

CITY MANAGER/EXECUTIVE DIRECTOR REPORT

ADJOURNMENT

The next regular scheduled meeting is on Tuesday, May 7, 2024 in the City Hall Council Chambers.

MEETING DISCLOSURES

The time limit within which to commence any lawsuit or legal challenge to any quasi-adjudicative decision made by the City is governed by Section 1094.6 of the Code of Civil Procedure, unless a shorter limitation period is specified by any other provision. Under Section 1094.6, any lawsuit or legal challenge to any quasi-adjudicative decision made by the City must be filed no later than the 90th day following the date on which such decision becomes final. Any lawsuit or legal challenge, which is not filed within that 90-day period, will be barred. If a person wishes to challenge the nature of the above section in court, they may be limited to raising only those issues they or someone else raised at the meeting described in this notice, or in written correspondence delivered to the City of Santa Clara, at or prior to the meeting. In addition, judicial challenge may be limited or barred where the interested party has not sought and exhausted all available administrative remedies.

STREAMING SERVICES: As always, the public may view the meetings on SantaClaraCA.gov, Santa Clara City Television (Comcast cable channel 15 or AT&T U-verse channel 99), or the livestream on the City's YouTube channel or Facebook page.

Note: The public cannot participate in the meeting through these livestreaming methods; livestreaming capabilities may be disrupted at times, viewers may always view and participate in meetings in-person and via Zoom as noted on the agenda.

AB23 ANNOUNCEMENT: Members of the Santa Clara Stadium Authority, Sports and Open Space Authority and Housing Authority are entitled to receive \$30 for each attended meeting.

Note: The City Council and its associated Authorities meet as separate agencies but in a concurrent manner. Actions taken should be considered actions of only the identified policy body.

LEGEND: City Council (CC); Stadium Authority (SA); Sports and Open Space Authority (SOSA); Housing Authority (HA); Successor Agency to the City of Santa Clara Redevelopment Agency (SARDA); Bayshore North Project Enhancement Authority (BNPEA); Public Facilities Financing Corporation (PFFC)

Public contact was made by posting the Council agenda on the City's official-notice bulletin board outside City Hall Council Chambers. A complete agenda packet is available on the City's website and in the City Clerk's Office at least 72 hours prior to a Regular Meeting and 24 hours prior to a Special Meeting. A hard copy of any agenda report may be requested by contacting the City Clerk's Office at (408) 615-2220, email clerk@santaclaraca.gov <<mailto:clerk@santaclaraca.gov>> or at the public information desk at any City of Santa Clara public library.

If a member of the public submits a speaker card for any agenda items, their name will appear in the Minutes. If no speaker card is submitted, the Minutes will reflect "Public Speaker."

In accordance with the requirements of Title II of the Americans with Disabilities Act of 1990 ("ADA"), the City of Santa Clara will not discriminate against qualified individuals with disabilities on the basis of disability in its services, programs, or activities, and will ensure that all existing facilities will be made accessible to the maximum extent feasible. The City of Santa Clara will generally, upon request, provide appropriate aids and services leading to effective communication for qualified persons with disabilities including those with speech, hearing, or vision impairments so they can participate equally in the City's programs, services, and activities. The City of Santa Clara will make all reasonable modifications to policies and programs to ensure that people with disabilities have an equal opportunity to enjoy all of its programs, services, and activities.

Agendas and other written materials distributed during a public meeting that are public record will be made available by the City in an appropriate alternative format. Contact the City Clerk's Office at 1 408-615-2220 with your request for an alternative format copy of the agenda or other written materials.

Individuals who require an auxiliary aid or service for effective communication, or any other disability-related modification of policies or procedures, or other accommodation, in order to participate in a program, service, or activity of the City of Santa Clara, should contact the City's ADA Coordinator at 408-615-3000 as soon as possible but no later than 48 hours before the scheduled event.



City of Santa Clara

1500 Warburton Avenue
Santa Clara, CA 95050
santaclaraca.gov
@SantaClaraCity

Agenda Report

24-431

Agenda Date: 4/23/2024

SUBJECT

Conference with Labor Negotiators (CC)
Pursuant to Gov. Code § 54957.6

City representatives: Jovan D. Grogan, Nadine Nader, Aracely Azevedo, Marco Mercado, Charles Sakai, Glen R. Googins

Employee Organization(s):
Units #5, 7 & 8 - City of Santa Clara Employees Association
Santa Clara Police Officers Association Unit #2



Agenda Report

24-80

Agenda Date: 4/23/2024

REPORT TO COUNCIL

SUBJECT

Study Session: Update on the Santa Clara Valley Transportation Authority's BART Silicon Valley Phase II Extension Project

COUNCIL PILLAR

Promote and Enhance Economic, Housing and Transportation Development

BACKGROUND

Phase II of the Santa Clara Valley Transportation Authority's (VTA) BART Silicon Valley Program extends the BART system approximately 16 miles, from the Warm Springs Station in Fremont into Santa Clara County, with six stations in Milpitas, San Jose, and Santa Clara. Phase II of the Program has been split into two segments. The first segment consisted of the 10-mile, two-station Berryessa Extension, with stations in Milpitas and Berryessa/North San Jose, which opened for revenue service in June 2020. The second segment consists of an approximately six-mile-long extension of the BART system from the Berryessa/North San Jose BART Station to the proposed Santa Clara BART Station.

DISCUSSION

The City Council held previous study sessions related to the BART Phase II project on April 23, 2019, January 5, 2022, May 10, 2022, and March 21, 2023. Additionally, on June 6, 2023, the City Council approved the BART Phase II Project's West Portal Early Works Construction Transportation Management Plan. At this current study session, VTA staff will provide an update on the BART Phase II project including information on the current status, project budget and schedule, design updates for the Santa Clara BART Station, public outreach efforts, upcoming construction activities, and next steps.

ENVIRONMENTAL REVIEW

The action being considered is a study session only and does not constitute a "project" within the meaning of the California Environmental Quality Act ("CEQA") pursuant to CEQA Guidelines section 15378(b)(5), an administrative activity that will not result in direct or indirect physical changes to the environment.

FISCAL IMPACT

There is no fiscal impact to the City other than administrative staff time and expense.

COORDINATION

This report has been coordinated with the City Attorney's Office.

PUBLIC CONTACT

Public contact was made by posting the Council agenda on the City's official-notice bulletin board

outside City Hall Council Chambers. A complete agenda packet is available on the City's website and in the City Clerk's Office at least 72 hours prior to a Regular Meeting and 24 hours prior to a Special Meeting. A hard copy of any agenda report may be requested by contacting the City Clerk's Office at (408) 615-2220, email clerk@santaclaraca.gov or at the public information desk at any City of Santa Clara public library.

RECOMMENDATION

Note and file this report and provide any feedback to the VTA.

Reviewed by: Craig Mobeck, Director of Public Works

Approved by: Jovan Grogan, City Manager



Agenda Report

24-178

Agenda Date: 4/23/2024

REPORT TO COUNCIL

SUBJECT

Presentation of Voter Research Survey Results for a November 2024 Ballot Measure

COUNCIL PILLAR

Deliver and Enhance High Quality Efficient Services and Infrastructure

BACKGROUND

In November 2023, the City issued a Request for Qualifications (RFQ) to retain consultant services to perform a variety of voter research activities. One of the activities was the design and implementation of a baseline survey instrument to identify community priorities and assess community support for a potential revenue measure for possible consideration on the November 2024 ballot.

In March 2024, Staff presented an overview of the community engagement efforts that will be conducted in the coming months in advance of the City Council action in July, to consider the placement of potential revenue measures on the November ballot. These efforts include an initial survey, community outreach, mailers and online communications, communication toolkit, and a second survey to help the team refine the scope of any proposed revenue measures and the associated education program to be used going forward.

The purpose of this report is to present an executive summary of the results of the baseline voter research information from the initial survey.

DISCUSSION

Methodology

A statistically valid sampling of 400 likely voters, including newly registered voters and those who have voted in at least one (1) of the past four (4) elections, was conducted during the time period April 1 through April 4, 2024. The survey was administered in four languages: English, Spanish, Chinese, and Vietnamese.

Topline Results

The consultants identified the following key takeaways from the survey:

1. Overall, Santa Clara voters have mixed opinions regarding the City's direction with 42% believing things have gotten "off the wrong track" compared to 40% who believe things are "moving in the right direction".
2. A solid majority of voters (56%) think additional investment in the City's infrastructure is necessary.
3. The survey tested support for a \$598 million dollar bond (\$29 per \$100K). At the outset of the

survey, the measure received 59% voter support, with 31% voting no and 10% undecided. However, after receiving additional information about the need for a bond measure, yes voters rose to 67% with 33% indicating a definite yes vote.

4. The most popular areas for potential funding included: 1) street repairs; 2) repairs to stormwater drain infrastructure to prevent erosion and sinkholes; 3) fixing potholes; 4) making roaders safer for drivers, pedestrians and bicyclists; and, 4) upgrading 911 communications, police & fire facilities and enhancing emergency preparedness.

Members of the consultant team will attend the April 23, 2024 City Council meeting virtually to make a full presentation on the survey results and answer questions.

ENVIRONMENTAL REVIEW

The action being considered does not constitute a “project” within the meaning of the California Environmental Quality Act (“CEQA”) pursuant to CEQA Guidelines section 15378(a) as it has no potential for resulting in either a direct physical change in the environment, or a reasonably foreseeable indirect physical change in the environment.

FISCAL IMPACT

There is no fiscal impact associated with this report.

COORDINATION

This report has been coordinated with the City Attorney’s Office and the City Manager.

PUBLIC CONTACT

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RECOMMENDATION

Provide initial feedback on survey results and note and file the report.

Reviewed by: Cynthia Bojorquez, Assistant City Manager/Acting Director of Parks and Recreation
Approved by: Jovan Grogan, City Manager



Agenda Report

24-1478

Agenda Date: 4/23/2024

REPORT TO COUNCIL

SUBJECT

Proclamation of April as Autism Acceptance Month

BACKGROUND

Autism Awareness Month originated in 1970. In April 1988, the first presidential proclamation declaring April as Autism Awareness Month was issued. The United National General Assembly designated April 2 as World Autism Awareness Day in 2008. Since then, national organizations such as the Autistic Self-Advocacy Network and Autism Society of America made the change to name April Autism Acceptance Month, with a focus on the importance of understanding and meeting people where they are.

The 2024 theme of Autism Acceptance Month, “Celebrate Differences” serves as a reminder to foster inclusivity and connectedness and to renew the commitment to honoring the unique perspectives of autistic people and supporting children with autism and their families so they can reach their full potential.

DISCUSSION

At the April 23, 2024 City Council meeting, the City Council will proclaim the month of April as Autism Acceptance Month. Representatives from the Pacific Autism Education Center (PACE) will accept the proclamation.

PACE was founded in 1989 to meet the critical need of providing education and care for children and adults with autism and their families. Its mission is to enhance the lives of people impacted by autism through innovation, exceptional education, and compassionate care.

ENVIRONMENTAL REVIEW

This is an information report only and no action is being taken by the City Council and no environmental review under the California Environmental Quality Act (“CEQA”) is required.

FISCAL IMPACT

There is no fiscal impact to the City other than staff time.

PUBLIC CONTACT

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Reviewed by: Fiona Kirby, Management Analyst, City Manager's Office
Approved by: Jovan D. Grogan, City Manager

ATTACHMENTS

1. Draft Proclamation of Autism Awareness Month

City of Santa Clara
Proclamation

WHEREAS, there is no one way to be autistic, but together autistic people make our communities stronger; and

WHEREAS, in the United States, more than 5.4 million adults are autistic, and 1 in every 44 children had been diagnosed with autism; and

WHEREAS, autism is often misunderstood, and autistic people face obstacles when seeking employment, health care, education, and housing; the immense contributions of people with autism are often overlooked; and

WHEREAS, in 2021, Autism Awareness Month was renamed Autism Acceptance Month to foster acceptance and ignite changes; and

WHEREAS, Autism Acceptance Month is a time to celebrate the differences of neurodiverse people everywhere and champion the equal rights and dignity of those on the autism spectrum; and

WHEREAS, the 2024 theme of Autism Acceptance Month, “Celebrate Differences” serves as a reminder to foster inclusivity and connectedness and to renew the commitment to honoring the unique perspectives of autistic people and supporting children with autism and their families so they can reach their full potential.

NOW, THEREFORE, I, LISA M. GILLMOR, by virtue of the authority vested in me as Mayor, and on behalf of the entire City Council, do hereby proclaim April 2024 as

Autism Acceptance Month

in the City of Santa Clara, and recognize the significant contributions of autistic individuals within this community.

Given under my hand and the Seal of the City of Santa Clara, California, this 23rd day of April 2024.

LISA M. GILLMOR
MAYOR
City of Santa Clara



Agenda Report

24-239

Agenda Date: 4/23/2024

REPORT TO COUNCIL

SUBJECT

Proclamation of Courageous Kids Day in the City of Santa Clara

BACKGROUND

The first Courageous Kids Day was Mother's Day 1989, founded by two-time cancer survivor Gay Crawford, an active American Cancer Society volunteer. Since then, more than 18,000 children with cancer have attended Courageous Kids Day. The event provides "a day away from cancer" to hundreds of young cancer patients and their families, who come from throughout California for a day at California's Great America in Santa Clara. The event is made possible by volunteers, sponsors, and donors. This year's event will take place on Sunday, May 12.

DISCUSSION

At the April 23, 2024 City Council meeting, the Council will recognize Courageous Kids Day. Representatives from the American Cancer Society will be present to accept the recognition.

ENVIRONMENTAL REVIEW

This is an informative report only and no action is being taken by the City Council and no environmental review under the California Environmental Quality Act ("CEQA") is required.

FISCAL IMPACT

There is no fiscal impact to the City other than staff time.

PUBLIC CONTACT

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Reviewed by: Fiona Kirby, Management Analyst, City Manager's Office

Approved by: Jovan D. Grogan, City Manager

ATTACHMENTS

1. Draft Proclamation for Courageous Kids Day

City of Santa Clara
Proclamation

- WHEREAS,** Courageous Kids Day was founded in 1989 by two-time cancer survivor Gay Crawford, an active American Cancer Society volunteer as “a day away from cancer” for hundreds of young cancer patients and their families, who come from throughout California for a day at California’s Great America in Santa Clara; and
- WHEREAS,** about 9,620 children in the United States under the age of 15 will be diagnosed with cancer in 2024, and cancer is the second leading cause of death in children ages 1 to 14; and
- WHEREAS,** since its inception, more than 18,000 children with cancer have attended Courageous Kids Day (some more than once); and
- WHEREAS,** this day for the courageous kids and their families helps them to put aside some of the stress and have fun together with a day of enjoying amusement rides, a picnic lunch, balloon toss, hula hoop contest, quilt making, arts & crafts, family portraits, obstacle course, and even climbing on construction vehicles; and
- WHEREAS,** the American Cancer Society is a nationwide, community-based voluntary health organization dedicated to eliminating cancer as a major health problem; and
- WHEREAS,** the event volunteers, sponsors, and donors help make this event possible by giving their time, services and much-needed funds that support American Cancer Society childhood cancer research.

NOW, THEREFORE, I, LISA M. GILLMOR, by virtue of the authority vested in me as Mayor, and on behalf of the entire City Council, do hereby recognize the

2024 Courageous Kids Day

in the City of Santa Clara and recognize the courage of all the children and their families fighting against.

Given under my hand and the Seal of the City of Santa Clara, California, this 23rd day of April 2024.

LISA M. GILLMOR
MAYOR
City of Santa Clara



Agenda Report

24-242

Agenda Date: 4/23/2024

REPORT TO COUNCIL

SUBJECT

Proclaim May 1, 2024 as Law Day in the City of Santa Clara

BACKGROUND

Law Day, held annually on May 1, is a national day to honor the rule of law and reflect on the way law and the legal process contribute to the freedoms that all Americans share.

The idea for Law Day began in 1957, when American Bar Association president Charles S. Rhyne envisioned a day to celebrate the United States legal system. The following year, President Dwight D. Eisenhower established Law Day to honor the principles of government under law. The president of the United States has issued a proclamation for Law Day annually since 1958. In 1961, Congress designated May 1 as Law Day.

The 2024 Law Day theme, "Voices of Democracy," recognizes the importance of free expression and open elections for democracy to function. This year's theme encourages individual to participate in the 2024 elections by deepening their understanding of the electoral process; discussing issues in honest and civil ways; turning out to vote; and helping the country move forward after free and fair elections.

DISCUSSION

On April 23, 2024, the City Council will proclaim May 1, 2024 as Law Day in the City of Santa Clara.

ENVIRONMENTAL REVIEW

This is an information report only and no action is being taken by the City Council and no environmental review under the California Environmental Quality Act ("CEQA") is required.

FISCAL IMPACT

There is no fiscal impact to the City other than staff time.

COORDINATION

This report has been coordinated with the City Attorney's Office.

PUBLIC CONTACT

Public contact was made by posting the Council agenda on the City's official-notice bulletin board outside City Hall Council Chambers. A complete agenda packet is available on the City's website and in the City Clerk's Office at least 72 hours prior to a Regular Meeting and 24 hours prior to a Special Meeting. A hard copy of any agenda report may be requested by contacting the City Clerk's Office at (408) 615-2220, email clerk@santaclaraca.gov <<mailto:clerk@santaclaraca.gov>> or at the

public information desk at any City of Santa Clara public library.

Reviewed by: Fiona Kirby, Management Analyst, City Manager's Office

Approved by: Jovan D. Grogan, City Manager

ATTACHMENTS

1. Draft Proclamation for Law Day

City of Santa Clara
Proclamation

- WHEREAS,** Law Day is “a day of national dedication to the principles of government under law,” as stated by President Dwight D. Eisenhower, who established the first nationwide commemoration in 1958; and
- WHEREAS,** the First Amendment to the United States Constitution states: “Congress shall make no law respecting an establishment of religion, or prohibiting the free exercise thereof, or abridging the freedom of speech, or of the press; or the right of the people peaceably to assemble, and to petition the Government for a redress of grievances”; and
- WHEREAS,** the Fourteenth Amendment incorporates the rights established in the First Amendment to apply to state governments; and
- WHEREAS,** the Universal Declaration of Human Rights states: “Everyone has the right to freedom of opinion and expression: this right includes freedom to hold opinions without interference and to seek, receive and impart information and ideas through any media and regardless of frontiers”; and
- WHEREAS,** the 2024 Law Day theme, “Voices of Democracy” recognizes that free expression and open elections are necessary for democracy and encourages individuals to participate in the 2024 elections by deepening their understanding of the electoral process; discussing issues in honest and civil ways; turning out to vote; and helping the country move forward after free and fair elections.

NOW, THEREFORE, I, LISA M. GILLMOR, by virtue of the authority vested in me as Mayor, and on behalf of the entire City Council, do hereby proclaim May 1st, 2024 as

Law Day

in the City of Santa Clara and call upon all residents to use this occasion to acknowledge the importance of our legal and judicial systems and preserve and strengthen the rule of law.

Given under my hand and the Seal of the City of Santa Clara, California, this 23rd day of April 2024.

LISA M. GILLMOR
MAYOR
City of Santa Clara



Agenda Report

24-394

Agenda Date: 4/23/2024

REPORT TO COUNCIL

SUBJECT

Proclamation of Drinking Water Week May 5-11, 2024

COUNCIL PILLAR

Promote Sustainability and Environmental Protection

BACKGROUND

In 1988, the American Water Works Association (AWWA), along with the League of Women Voters, the Association of State Drinking Water Administrators, and the U.S. Environmental Protection Agency brought Drinking Water Week to the attention of legislators in Washington. Representative Robert Roe of New Jersey and Senator Dennis DeConcini of Arizona sponsored Senate Joint Resolution 185, which was signed by then-President Ronald Reagan on May 3, 1988.

Since then, Drinking Water Week has been celebrated the first full week of May each year as a way to recognize the efforts of the men and women who ensure that the public has high-quality, potable water to drink. It also recognizes the importance of a safe and reliable supply of potable water to a region's economy and quality of life.

DISCUSSION

The City of Santa Clara Water & Sewer Utilities staff is comprised of approximately 79 full-time and temporary administrators, engineers, compliance, and field staff who work tirelessly to fulfill its mission to provide a dependable supply of safe, potable water to Santa Clarans.

This dependable and high-quality source of drinking water helps to make Santa Clara a great place to live and work. Mayor Lisa M. Gillmor has signed a proclamation declaring the week of May 5-11, 2024 as Drinking Water Week in Santa Clara to thank these employees, on behalf of the Santa Clarans they represent, for their hard work and commitment to public service.

ENVIRONMENTAL REVIEW

This is an information report only and no action is being taken by the City Council and no environmental review under the California Environmental Quality ("CEQA") is required.

FISCAL IMPACT

There is no fiscal impact for this action other than the cost of staff time.

COORDINATION

This report has been coordinated with the City Manager's Office.

PUBLIC CONTACT

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Reviewed by: Gary Welling, Director, Water & Sewer Utilities

Approved by: Jovan D. Grogan, City Manager



City of Santa Clara

1500 Warburton Avenue
Santa Clara, CA 95050
santaclaraca.gov
@SantaClaraCity

Agenda Report

24-07

Agenda Date: 4/23/2024

REPORT TO COUNCIL

SUBJECT

Board, Commissions and Committee Minutes

COUNCIL PILLAR

Enhance Community Engagement and Transparency

RECOMMENDATION

Note and file the Minutes of:

Americans with Disabilities Act Committee - May 18, 2023

Bicycle & Pedestrian Advisory Committee - October 23, 2023

Board of Library Trustees - March 4, 2024

Cultural Commission - March 4, 2024

Governance and Ethics Committee - December 4, 2023

Parks & Recreation Commission - March 19, 2024



City of Santa Clara

Meeting Minutes

ADA Committee

05/18/2023

9:00 AM

Hybrid Meeting
City Hall Council Chambers/Virtual
1500 Warburton Avenue
Santa Clara, CA 95050

The City of Santa Clara is conducting the Americans with Disabilities Act Committee meeting in a hybrid manner (in-person and a method for the public to participate remotely).

Via Zoom: <https://santaclaraca.zoom.us/j/82854387354>

Meeting ID: 828 5438

Or join by phone: 669-900-6833

1. CALL TO ORDER AND ROLL CALL

Chair Raj Chahal called the meeting to order at 9:02 a.m.

2. CONSENT CALENDAR

- A. [23-674](#) Americans with Disabilities Act Committee Meeting Minutes of October 10, 2019 (Councilmember Chahal)

Recommendation: Approve the Americans with Disabilities Act Committee Meeting Minutes of October 10, 2019.

A motion was made by **Chair Chahal**, to Note and File Meeting Minutes from October 10, 2019.

Noted and filed

3. COMMITTEE MEMBERS REPORT

Recording [1:41]

Nothing to report

4. PUBLIC PRESENTATIONS

Recording [1:55]

Martin Schalter, resident of Santa Clara, requested to have more information in the ADA Meeting Reports. Martin stated that the ones included in the Agenda weren't detailed enough for the public to know everything that was being reported on. Martin also asked for more details on the ADA Transition Plan and who the designated ADA Coordinator was for the City. Martin also had questions regarding the ADA curb ramps that are being worked on throughout the City, suggested a few additional locations, and then asked about funding in relation to those projects.

Craig Mobeck, Director of Public Works, responded by saying that for future meetings, more information will be included in the reports as requested. Craig also stated that more information about the ADA Transition Plan will be presented later in the meeting, as well as future meetings. The Department of Public Works is the designated ADA Coordinator for the City and that department takes the ADA request received from the Public and from there, sends them to the correct department/staff. Craig also commented on the project related to the ADA curb ramps and the funding.

Chair Chahal, responded by saying that we will take a look at the locations Martin mentioned and try to make them a priority. Chahal also stated that staff should look at any other improvements that can be made in the area.

Recording [13:44]

Judy Hubbard, Senior Advisory Commission, reminded everyone about the Health and Wellness Fair taking place from 11 a.m. - 2 p.m. on Friday, May 19, 2023. Judy provided a flyer (see post meeting material) with all of the ADA compliant exhibitors highlighted in pink. Judy also asked for an additional handicap drop off point at Levi's Stadium. The one that is currently there isn't easy to get to and therefore presents issues for those attending the game. This has been brought up before with the City, police offered to pick her up and drop her off closed but Judy would prefer that another drop off location be added so that doesn't have to happen every time for every person.

Craig Mobeck stated that they will reach out in regard to adding an additional location.

Recording [16:22]

Tom Freitas, Commissioner for the Senior Advisory Commission stated that there are several locations throughout the City in which the handicap doors don't open automatically or even after pressing the handicap button. This causes issues for those in need because the doors are quite heavy when you try to open them alone and some people aren't able to do that. The ramps are often also too long or too steep for those in wheelchairs, and some of the handicap entrances to buildings have been closed since Covid and they need to be reopened. Tom also stated that there is not a reliable shuttle resource for seniors to get them to and from the most obvious places within the City. Tom would like the City to look into this issue as well.

Chair Chahal stated that they will take up the issue of the drop off location at the stadium. Also, for Tom to please provide the locations of the handicap doors that are closed and/or not working and the City will make it a priority to get it fixed.

[23-758](#) Post Meeting Material - Sign-in Sheet

[23-746](#) Post Meeting Material - Wellness Fair Flyer

5. GENERAL BUSINESS

6. REPORTS FOR COMMITTEE INFORMATION

A. [23-627](#) ADA Self-Evaluation and Transition Plan Project Update

Recording [21:10]

Chair Chahal asked if other cities are required to do this as well, and whether or not we have a portal or a specific email for ADA compliance issues.

- B. [23-628](#) Public Works Verbal Update (Liw)

Recording [38:25]

Martin Schalter commented on Measure B Valley Transit Authority's (VTA) grants for bicycle and pedestrian accessibility projects available for nearby cities. Martin stated that he feels that not nearly enough of the cities are taking advantage of the grants and provided a contact should the City want to get help with applying for those grants to help fund some of the projects mentioned.

Michael Liw, Assistant Director of Public Works, stated that the City does have very active engagement with the VTA and that he sits in as the Vice Chair for the Technical Advisory Committee. The City is very aware of the grants available to them and when it comes to Measure B, the City has applied for quite a few programs. The City is anxiously awaiting the opportunity to apply for more.

Chair Chahal, seconded Michael's statement that the City's engagement with the VTA is active and they are aware of all of the opportunities available to the City. Chair Chahal also sits on the Policy Advisory Committee for VTA. Chair Chahal stated that the City will make sure to continue being informed of any funds available and apply when able.

- C. [23-629](#) Parks & Recreation Department Projects Verbal Update (Teixeira)

Recording [47:10]

Tom Freitas mentioned that he feels there has been an ongoing problem at Eddie Souzas Park and that it is not ADA compliant. The portable restrooms provided are not accessible. It has been in a problem state for quite some time and he would appreciate if the City were to make it a priority to update it.

Craig Mobeck stated that there was a fire recently and that the City is working to rehabilitate that park.

- D. [23-630](#) Traffic Engineering Verbal Update (Liw)

Recording [1:01:44]

- E. [23-631](#) Stadium Verbal Update (Liw)

Recording [1:16:12]

F Other Staff Reports

7. COMMISSIONERS REPORT

8. ADJOURNMENT

The meeting was adjourned at 10:30 a.m.

Next meeting: TBD

MEETING DISCLOSURES

The time limit within which to commence any lawsuit or legal challenge to any quasi-adjudicative decision made by the City is governed by Section 1094.6 of the Code of Civil Procedure, unless a shorter limitation period is specified by any other provision. Under Section 1094.6, any lawsuit or legal challenge to any quasi-adjudicative decision made by the City must be filed no later than the 90th day following the date on which such decision becomes final. Any lawsuit or legal challenge, which is not filed within that 90-day period, will be barred. If a person wishes to challenge the nature of the above section in court, they may be limited to raising only those issues they or someone else raised at the meeting described in this notice, or in written correspondence delivered to the City of Santa Clara, at or prior to the meeting. In addition, judicial challenge may be limited or barred where the interested party has not sought and exhausted all available administrative remedies.

If a member of the public submits a speaker card for any agenda items, their name will appear in the Minutes. If no speaker card is submitted, the Minutes will reflect "Public Speaker."

In accordance with the requirements of Title II of the Americans with Disabilities Act of 1990 ("ADA"), the City of Santa Clara will not discriminate against qualified individuals with disabilities on the basis of disability in its services, programs, or activities, and will ensure that all existing facilities will be made accessible to the maximum extent feasible. The City of Santa Clara will generally, upon request, provide appropriate aids and services leading to effective communication for qualified persons with disabilities including those with speech, hearing, or vision impairments so they can participate equally in the City's programs, services, and activities. The City of Santa Clara will make all reasonable modifications to policies and programs to ensure that people with disabilities have an equal opportunity to enjoy all of its programs, services, and activities.

Agendas and other written materials distributed during a public meeting that are public record will be made available by the City in an appropriate alternative format. Contact the City Clerk's Office at 1 408-615-2220 with your request for an alternative format copy of the agenda or other written materials.

Individuals who require an auxiliary aid or service for effective communication, or any other disability-related modification of policies or procedures, or other accommodation, in order to participate in a program, service, or activity of the City of Santa Clara, should contact the City's ADA Coordinator at 408-615-3000 as soon as possible but no later than 48 hours before the scheduled event.



City of Santa Clara

Meeting Minutes

Bicycle & Pedestrian Advisory Committee

10/23/2023

4:00 PM

Hybrid Meeting
City Hall Council
Chambers/Virtual
1500 Warburton Avenue
Santa Clara, CA 95051

The City of Santa Clara is conducting the Bicycle and Pedestrian Committee meetings in a hybrid manner (in-person and continues to have methods for the public to participate remotely).

- Via Zoom:
<https://santaclaraca.zoom.us/j/95582744643>

Meeting ID: 955 8274 4643 or

Phone: 1 (669) 900-6833

1 CALL TO ORDER AND ROLL CALL

Chair Hardy called the meeting to order at 4:05 PM.

Present 7 - Chair Karen Hardy, Member Betsy Megas, Member Bruce Donoghue, Member Sukrit Ganesh, Member Ashish Joshi, Member Stephen Clark Seninger, and Member Ken Kratz

Excused 2 - Vice Chair Sudhanshu Jain, and Member Perry Penvenne

2 PUBLIC PRESENTATIONS

Video: [00:02:30]

Thomas Granvold requested the City to look into enforcing speed limit on creek trails and to conduct a study on the use of Class III bicycle boulevards and sharrows.

Rob Mayer opposed the installation of new bicycle lanes on Jefferson Street near Homestead Road. Mr. Mayer commented that this area is a historic neighborhood and Jefferson Street is a low-speed street with low traffic volumes; adding new bike lanes in this stop-controlled location and crossing Homestead Road is not safe.

Al Gonzales asked the City to educate pedestrians and drivers on traffic safety and submitted his safety education flyers to staff.

Ed Stocks asked the City to revert the decision of installing bicycle lanes on Jefferson Street and do more community outreach. Mr. Stocks also commented that residents did not receive notification from the City for this project.

3 CONSENT CALENDAR

Video [00:26:50]

A motion was made by Member Ganesh and seconded by Member Joshi to Approve the consent calendar. The motion carried by the following vote:

Aye: 6 - Chair Hardy, Member Megas, Member Donoghue, Member Ganesh, Member Joshi, and Member Seninger

Nay: 1 - Member Kratz

Excused: 2 - Vice Chair Jain, and Member Penvenne

- A. [23-1179](#) Bicycle and Pedestrian Advisory Committee Meeting Minutes of August 28, 2023 (Chair Hardy)

Recommendation: Approve the Bicycle and Pedestrian Advisory Committee Meeting Minutes of August 28, 2023.

Member Kratz commented that five BPAC meetings a year was not enough.

Member Donoghue requested the City to distribute the BPAC meeting packet at least one week in advance to allow sufficient review time.

- B. [23-1215](#) Bicycle and Pedestrian Advisory Committee Calendar of Meetings for 2024 (Chair Hardy)

Recommendation: Recommend that Council Approve the Bicycle and Pedestrian Advisory Committee Calendar of Meetings for 2024.

Public Speaker(s): Diane Harrison

4 REPORTS FOR COMMITTEE INFORMATION

- A. [23-1180](#) Police Verbal Update (Wilson)

Video: [00:32:40]

Officer Wilson provided an update on two major injuries that occurred at night. One injury involved pedestrian crossing El Camino Real and another injury involved an electric scooter.

Committee comments and questions followed.

Officer Wilson addressed **Committee** questions.

5 REPORTS OF SPECIAL COMMITTEES

- A. [23-1181](#) Subcommittee on Police Collision History (Donoghue)

Video: [00:45:40]

Member Donoghue provided an overview of the subcommittee. **Member Kratz** indicated his interest in serving on this subcommittee.

6 REPORTS FOR COMMITTEE INFORMATION (CONTINUED)

- B. [23-1182](#) Public Works Verbal Update (Liw/Chan)

Video: [00:48:34]

Public Works Assistant Director Liw and **Transportation Manager Chan** provided an update on recent activities and accomplishments in the Department of Public Works.

Committee comments and questions followed regarding the shared mobility scooter program and signage enhancement project along San Tomas Aquino Creek Trail.

Public Works Assistant Director Liw and **Transportation Manager Chan** addressed **Committee** questions.

- C. [23-1183](#) Valley Transportation Authority Bicycle and Pedestrian Advisory Committee Meetings Update (Megas)

Video: [01:03:20]

Member Megas provided an update to the **Committee** related to the VTA BPAC meetings in September and October.

Committee comments and questions followed.

Member Megas addressed Committee questions.

Public Speak(s): Diane Harrison, Edmund Drozek.

- D. [23-1191](#) Stevens Creek Boulevard Vision Study Community Advisory Group Update (Penvenne)

Video: [01:16:00]

Public Works Assistant Director Liw provided an update to the **Committee** on the Stevens Creek Boulevard Vision Study.

Committee comments and questions followed.

Public Works Assistant Director Liw addressed Committee questions.

E. [23-1184](#) Grant Activity Verbal Update (Shariat)

Video: [01:24:25]

Principal Transportation Planner Shariat provided an update related to recent grant activity.

Committee comments and questions followed.

Principal Transportation Planner Shariat, Public Works Assistant Director Liw, and Transportation Manager Chan addressed **Committee** questions.

F. [23-895](#) De La Cruz Boulevard/Coleman Avenue Bikeway Planning Study (Shariat)

Video: [01:54:25]

Naomi Willis from Kimley-Horn presented draft design concepts for the De La Cruz Boulevard/Coleman Avenue Bikeway Planning Study.

Committee comments and questions followed regarding the two-way cycle track concept and the bikeway discussion within the tri-level area.

Naomi Willis addressed **Committee** questions.

Public Speaker(s): Thomas Granvold, Al Gonzales, Diane Harrison, and Edmund Drozek.

G. [23-1201](#) Complete Streets Review for the Bassett-Laurelwood Bike Lane Project, Great America Parkway and Mission College Boulevard Project, and 2024 Annual Paving Project (Chan)

Video: [03:22:30]

Transportation Manager Chan presented information on the Complete Streets Review for the Bassett-Laurelwood Bike Lane project, Great America Parkway and Mission College Boulevard, and 2024 Annual Paving projects.

Committee questions and comments followed.

Transportation Manager Chan addressed **Committee** questions.

H. [23-1192](#) Bicycle Plan Status of Projects & Programs (Shariat)

Video: [03:49:30]

Principal Transportation Planner Shariat provided an update on the status of Bicycle Plan projects and programs.

Committee questions and comments followed.

Principal Transportation Planner Shariat and **Public Works Assistant Director Liw** addressed **Committee** questions.

Public Speaker(s): Thomas Granvold, Edmund Drozek, Diane Harrison

Member Joshi left the meeting at 8:21PM.

I. [23-1193](#) Pedestrian Master Plan Status of Projects, Objectives, and Policies (Shariat)

Video: [04:31:47]

Principal Transportation Planner Shariat provided an update on the status of Pedestrian Plan projects and programs.

Committee questions and comments followed.

Principal Transportation Planner Shariat addressed **Committee** questions.

Public Speaker(s): Diane Harrison

J. [23-1188](#) San Tomas Aquino Creek Trail (STACT)/Levi's Event Detours and Hetch Hetchy Trail (Garcia)

Video: [05:05:05]

Senior Civil Engineer Garcia presented information on STACT/Levi's Event Detours and Hetch-Hetchy Trail.

Committee comments followed.

Public speaker(s): Diane Harrison and Edmund Drozek

K. [23-1190](#) Wayfinding (Garcia)

Video: [05:34:20]

Senior Civil Engineer Garcia presented information on wayfinding.

Committee comments followed.

Public Speaker(s): Diane Harrison, Ashish Joshi, Edmund Drozek

7 REPORTS FOR COMMITTEE ACTION

A. [23-1194](#) 2024 Annual Work Plan Voting (Chan)

Recommendation: Review and approve staff's recommended 2024 Annual Work Plan.

Video: [05:55:08]

Chair Hardy provided an overview of the 2024 Annual Work Plan voting process.

Member Joshi returned to the meeting at 10:08 PM.

The motion was made by Member Megas and seconded by Member Kratz to Approve Staff Recommendation.

Aye: 7 - Chair Hardy, Member Megas, Member Donoghue, Member Ganesh, Member Joshi, Member Seninger, and Member Kratz

Excused: 2 - Vice Chair Jain, and Member Penvenne

- B. [23-1195](#) Selection of Member to Serve on the Station Area Task Force (Chan)

Recommendation: Select one BPAC member to serve on the Station Area Task Force.

Video: [06:05:40]

Transportation Manager Chan presented information on the Station Area Task Force.

Member Ganesh indicated his interest in serving on the Station Area Task Force.

The motion was made by Member Megas and seconded by Member Kratz to Approve the recommendation of appointing Member Ganesh to serve on the Santa Clara Station Area Task Force.

Aye: 7 - Chair Hardy, Member Megas, Member Donoghue, Member Ganesh, Member Joshi, Member Seninger, and Member Kratz

Excused: 2 - Vice Chair Jain, and Member Penvenne

- C. [23-1239](#) Joint Dinner Meeting with City Council and Bicycle and Pedestrian Advisory Committee (Liw)

Recommendation: Discuss and approve a list of BPAC accomplishments, a list of BPAC priorities, and a summary of the 2024 BPAC workplan for the upcoming November 7, 2023 joint dinner with the City Council.

Video: [06:08:35]

Public Works Assistant Director Liw provided an overview of the upcoming joint dinner meeting with City Council and BPAC on November 7, 2023.

Committee discussed and shared their list of BPAC accomplishments, priorities and a summary of the 2024 BPAC workplan.

8 REPORTS OF SPECIAL COMMITTEES (CONTINUED)

- B. [23-1185](#) Subcommittee on Bicycle Story Maps (Megas and Penvenne)

Video: [06:31:00]

Subcommittee had no updates to provide.

- C. [23-1186](#) Subcommittee on Bike to Shop Day (Megas and Kratz)

Video: [06:31:05]

Subcommittee had no update to provide.

Diane Harrison indicated her interest in continue serving on the **subcommittee**.

Public Speaker(s): Diane Harrison

- D. [23-1187](#) Subcommittee on Roundabouts (Megas, Ganesh, and Kratz)

Video: [06:32:45]

Member Kratz reminded the **Subcommittee** to review the subcommittee meeting agenda.

9 ANNOUNCEMENTS

Video: [06:36:35]

Member Megas encouraged the **Committee** to check out the project QR codes from VTA and Santa Clara Valley Water District, commented on the new pavement work on Winchester Boulevard in San Jose, and encouraged the public to check out the Milpitas BART station.

10 ADJOURNMENT

The meeting was adjourned at 10:42 PM.

The next regular scheduled meeting will be on Monday, January 22, 2024 at 4:00 PM.

The time limit within which to commence any lawsuit or legal challenge to any quasi-adjudicative decision made by the City is governed by Section 1094.6 of the Code of Civil Procedure, unless a shorter limitation period is specified by any other provision. Under Section 1094.6, any lawsuit or legal challenge to any quasi-adjudicative decision made by the City must be filed no later than the 90th day following the date on which such decision becomes final. Any lawsuit or legal challenge, which is not filed within that 90-day period, will be barred. If a person wishes to challenge the nature of the above section in court, they may be limited to raising only those issues they or someone else raised at the meeting described in this notice, or in written correspondence delivered to the City of Santa Clara, at or prior to the meeting. In addition, judicial challenge may be limited or barred where the interested party has not sought and exhausted all available administrative remedies.

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City of Santa Clara

Meeting Minutes

Board of Library Trustees

03/04/2024

6:00 PM

Hybrid Meeting, Edinger Room
Central Park Library,
2635 Homestead Rd, Santa Clara, CA 95051

The City of Santa Clara is conducting the Board of Library Trustees meeting in a hybrid manner (in-person and continues to have methods for the public to participate remotely).

- Via Zoom:
 - o <https://santaclaraca.gov.zoom.us/j/85864257230>

Meeting ID: 858 6425 7230 or

- o Phone: 1(669) 900-6833

PUBLIC PARTICIPATION IN ZOOM WEBINAR: Please follow the guidelines below when participating in a Zoom Webinar:

- The meeting will be recorded so you must choose 'continue' to accept and stay in the meeting.
- If there is an option to change the phone number to your name when you enter the meeting, please do so as your name will be visible online and will be used to notify you that it is your turn to speak.
- Mute all other audio before speaking. Using multiple devices can cause an audio feedback.
- Use the raise your hand feature in Zoom when you would like to speak on an item and lower when finished speaking. Press *9 to raise your hand if you are calling in by phone only.
- Identify yourself by name before speaking on an item.
- Unmute when called on to speak and mute when done speaking. If there is background noise coming from a participant, they will be muted by the host. Press *6 if you are participating by phone to unmute.
- If you no longer wish to stay in the meeting once your item has been heard, please exit the meeting.

CALL TO ORDER AND ROLL CALL

Chair Evans called the meeting to order at 6:01 PM.

A motion was made by Vice Chair Hintermeister, seconded by Trustee Tryforos, to excuse Trustee Broughman.

Aye: 4 - Trustee Tryforos, Vice Chair Hintermeister, Trustee Ricossa, and Chair Evans

Excused: 1 - Trustee Broughman

CONSENT CALENDAR

- 1 [24-181](#) Action on the Board of Library Trustees Meeting Minutes of December 4, 2023 and February 5, 2024

Recommendation: Approve the Board of Library Trustees Meeting Minutes of December 4, 2023 and February 5, 2024.

A motion was made by Trustee Tryforos, seconded by Vice Chair Hintermeister to approve Staff Recommendation.

Aye: 4 - Trustee Tryforos, Vice Chair Hintermeister, Trustee Ricossa, and Chair Evans

Excused: 1 - Trustee Broughman

PUBLIC PRESENTATIONS

JoAnn Davis, Executive Director of the Santa Clara City Library Foundation and Friends shared upcoming Foundation activities with the **Board**, including upcoming book sales scheduled in March and a fundraiser scheduled at Red Robin in Rivermark Plaza on March 27. Information was shared regarding the Librarypalooza annual fundraiser, scheduled on May 11, to be held at the Triton Museum. The theme for Librarypalooza will be Literary Cocktail Hour, and this year's event will feature special guest Olivia Allen Price, host of the Bay Curious podcast.

Ina Bendis, Community Member and retired physician introduced herself and shared her interest in applying to join the **Board**. She shared her experience volunteering with Read Santa Clara and several other boards, and expressed interest in attending future **Board** meetings.

GENERAL BUSINESS

2 [24-175](#) Proclamation of April 7-13, 2024 as National Library Week

Recommendation: Recommend that the City Council proclaim April 7-13, 2024 as National Library Week in the City of Santa Clara.

Patty Wong, City Librarian reviewed with the **Board** a Proclamation to be presented at **Council** on April 9, proclaiming April 7-13 as National Library Week. **City Librarian Wong** will be presenting the Proclamation, and invited the **Board** to attend. The **Board** requested information about library programs scheduled for National Library Week, and discussed what related information might be shared with **Council** at that time.

A motion was made by Trustee Ricossa, seconded by Vice Chair Hintermeister, to approve Staff Recommendation.

Aye: 4 - Trustee Tryforos, Vice Chair Hintermeister, Trustee Ricossa, and Chair Evans

Excused: 1 - Trustee Broughman

DRAFT

STAFF REPORT

Patty Wong, City Librarian discussed the **Board** dinner with **Council** that was held February 20, 2024, and shared that staff would be able to share their notes of **Council's** questions with the **Board**.

City Librarian Wong addressed the topics raised by attendee **Betsy Megas** at the **Board's** regular February meeting. Regarding concerns about e-resource platforms Overdrive and Libby, it was shared that there are few e-resource platforms available to libraries, and these are the most popular and widely used services nationwide. Addressing concerns about Hoopla e-resource platform promoting Christian content, it was shared that on this e-resource platform, also widely used nationwide, the entire collection available through Hoopla is subscribed to rather than individual titles. It was reaffirmed that the Library seeks to provide a diverse and equitable collection and not promote any one religion or point of view over another. It was suggested that in a future meeting more information could be shared with the **Board** on what digital resources and available models are available, as well as how books are selected at the Library. Regarding questions about the bicycle repair stations being unequipped, it was shared that vandalism is common at these stations, but that tools were recently replaced there, with more being available for request at the circulation desk. Regarding interest in an expanded Library of Things, it was shared that the Library does have a small Library of Things, would like to get public input on what else they might like to see, and that the Library is looking to broaden this collection when adequate staff and resources become available.

City Librarian Wong updated the **Board** that at the next regular meeting, a consultant from **Fast Forward Libraries** will be working again with the **Board** to finalize Vision and Mission statements for the Library Strategic Plan. It was shared that the Library is continuing to refine the draft Strategic Plan. To prepare for the next meeting, the **Board** decided to create a subcommittee to prepare thoughts on the Vision and Mission statement.

A motion was made by Vice Chair Hintermeister, seconded by Trustee Ricossa, to create a subcommittee consisting of Chair Evans and Trustee Ricossa to prepare draft Mission and Vision statements for the Library Strategic Plan.

Aye: 3 - Vice Chair Hintermeister, Trustee Ricossa, and Chair Evans

Excused: 1 - Trustee Broughman

Abstained: 1 - Trustee Tryforos

TRUSTEES REPORT

Trustee Tryforos shared information on recent events at the **Houston Public Library**, where a new **City Council** made changes impacting the library, including: library users living outside of the county must now pay for a library card; all children's books are reviewed by members of the public for inclusion in the collection, primarily occurring through one individual; the librarian was fired for disagreeing with these changes; 70 people came to speak to **council** against these changes to no effect, and equipment was purchased to check all library cards upon entry of the public to the library. **Chair Evans** shared appreciation for the more inclusive approach of the **Santa Clara City Library**.

ADJOURNMENT

The meeting was adjourned at 7:27 PM.

A motion was made by Trustee Ricossa, seconded by Vice Chair Hintermeister, to adjourn the meeting.

Aye: 4 - Trustee Tryforos, Vice Chair Hintermeister, Trustee Ricossa, and Chair Evans

Excused: 1 - Trustee Broughman

The Board of Library Trustees Meeting is adjourned to April 1, 2024, at 6:00 PM.

MEETING DISCLOSURES

The time limit within which to commence any lawsuit or legal challenge to any quasi-adjudicative decision made by the City is governed by Section 1094.6 of the Code of Civil Procedure, unless a shorter limitation period is specified by any other provision. Under Section 1094.6, any lawsuit or legal challenge to any quasi-adjudicative decision made by the City must be filed no later than the 90th day following the date on which such decision becomes final. Any lawsuit or legal challenge, which is not filed within that 90-day period, will be barred. If a person wishes to challenge the nature of the above section in court, they may be limited to raising only those issues they or someone else raised at the meeting described in this notice, or in written correspondence delivered to the City of Santa Clara, at or prior to the meeting. In addition, judicial challenge may be limited or barred where the interested party has not sought and exhausted all available administrative remedies.

If a member of the public submits a speaker card for any agenda items, their name will appear in the Minutes. If no speaker card is submitted, the Minutes will reflect "Public Speaker."

In accordance with the requirements of Title II of the Americans with Disabilities Act of 1990 ("ADA"), the City of Santa Clara will not discriminate against qualified individuals with disabilities on the basis of disability in its services, programs, or activities, and will ensure that all existing facilities will be made accessible to the maximum extent feasible. The City of Santa Clara will generally, upon request, provide appropriate aids and services leading to effective communication for qualified persons with disabilities including those with speech, hearing, or vision impairments so they can participate equally in the City's programs, services, and activities. The City of Santa Clara will make all reasonable modifications to policies and programs to ensure that people with disabilities have an equal opportunity to enjoy all of its programs, services, and activities.

Agendas and other written materials distributed during a public meeting that are public record will be made available by the City in an appropriate alternative format. Contact the City Clerk's Office at 1 408-615-2220 with your request for an alternative format copy of the agenda or other written materials.

Individuals who require an auxiliary aid or service for effective communication, or any other disability-related modification of policies or procedures, or other accommodation, in order to participate in a program, service, or activity of the City of Santa Clara, should contact the City's ADA Coordinator at 408-615-3000 as soon as possible but no later than 48 hours before the scheduled event.



City of Santa Clara

Meeting Minutes

Cultural Commission

03/04/2024

7:00 PM

Hybrid Meeting
Santa Clara Senior Center
Room 205
1303 Fremont Street
Santa Clara, CA 95050

The City of Santa Clara is conducting the Cultural Commission meeting in a hybrid manner (in-person and a method for the public to participate remotely).

Via Zoom:

<https://santaclaraca.zoom.us/j/98272283531>

Meeting ID:98272283531

Or join by phone: 669-900-6833

CALL TO ORDER AND ROLL CALL

Chair Diaz called the meeting to order at 7:04 p.m.

- Present** 5 - Commissioner Louis Samara, Vice Chair Debra von Huene, Chair Candida Diaz, Commissioner Jonathan Marinero, and Commissioner Neetu Garg
- Absent** 1 - Commissioner Paul McNamara

A motion was made by Commissioner Marinero, seconded by Vice Chair von Huene, to excuse Commissioner McNamara from the meeting. The motion fails with the following vote:

- Aye:** 3 - Vice Chair von Huene, Commissioner Marinero, and Commissioner Garg
- Nay:** 2 - Commissioner Samara, and Chair Diaz
- Absent:** 1 - Commissioner McNamara

CONSENT CALENDAR

1.A [24-184](#) Action on Cultural Commission Regular Minutes of February 5, 2024

Recommendation: Approve the Cultural Commission Regular Meeting Minutes of February 5, 2024

A motion was made by Commissioner Samara, seconded by Commissioner Marinaro, that the consent calendar be approved. The motion passed with the following vote:

Aye: 5 - Commissioner Samara, Vice Chair von Huene, Chair Diaz, Commissioner Marinaro, and Commissioner Garg

Absent: 1 - Commissioner McNamara

PUBLIC PRESENTATIONS

There were no Public Presentations.

GENERAL BUSINESS

2. [24-192](#) Review and Approve a Draft Presentation of Commission Accomplishments for the Joint Dinner with the City Council on March 19, 2024.

Chair Diaz shared the Draft Presentation of Commission Accomplishments for the Joint Dinner with the City Council on March 19, 2024. The Commissioners listened to the presentation and provided feedback.

A motion was made by Commissioner Marinaro, seconded by Commissioner Samara, that the Draft Presentation of Commission Accomplishments for the Joint Dinner with the City Council on March 19, 2024 be approved. The motion passed with the following vote:

Aye: 5 - Commissioner Samara, Vice Chair von Huene, Chair Diaz, Commissioner Marinaro, and Commissioner Garg

Absent: 1 - Commissioner McNamara

3. [24-183](#) Action on Cultural Commission Work Plan Goals and Activities for FY 2023/24

Recommendation: Discuss the Cultural Commission Work Plan Goals and Activities for FY 2023/24.

Commissioners reported the following on the Cultural Commission Work Plan Goals and Activities for FY 2023/24:

GOAL #1: Host and enhance multicultural events to encourage and acquaint Santa Clara residents with cultural diversity.

Plan for Summer Concerts in FY 2023/24- Commissioner Samara

reported there are no changes with the five (5) Concerts:

June 14 @ Live Oak Park-Houserockers

June 28 @ Central Park-The Peelers

July 12 @ Central Park-The Megatonnes

July 26 @ Central Park-Orquesta Borinquen

Aug.16 @ Central Park-Pop Fiction

The Committee met to brainstorm with Mission College for using their venue in 2025. The City will cross-promote the concerts with Mission College.

Street Dance- Date: Aug. 2024 with Neon Velvet. City staff walked the proposed site (Franklin St. between Monroe and Madison) for feasibility. Staff will check with the Police Department if they foresee any issues with the proposed new site.

Plan and Host Friday Night Live Events- October will be for Hispanic Heritage month. Triton will provide space. Youth Band is targeted for April 2025 and The Korean Event with the Parks & Recreation Commission will be moved to the 2025 calendar.

Secure sponsors for Cultural Commission special events in FY 2023/2024-

Street Dance: EdgeCore Digital Infrastructure, CEFCU and Swim Club.

Concerts: EdgeCore Digital Infrastructure.

GOAL #2: Develop and encourage interactive, art opportunities to provide temporary, performing, cultural, and public art in the City.

Advise and recommend public art to City Council-No updates were provided.

Identify available Utility Boxes in the City for Artist Utility Box

Program (alternate years with Sculpture Exhibition)-No updates were provided.

Host Sculpture Exhibition-Eight (8) entries were received by four (4) artists. The Commission discussed that the minimum amount of entries would be sixteen (16) and the contest would be extended three (3) weeks to March 24. The awards have been increased to \$2,500, \$1,500 and \$750. The Commission voted on this item.

Vice Chair von Huene will provide the updated information to be posted on the website and she will email additional people.

Host Halloween Home & Holiday Home Decorating Contest and Recognition-Contests have concluded. No updates provided.

Update and maintain City interactive web-based public art map-The map has been updated.

GOAL #3: Raise the visibility of commemorative months.

Update Coloring Book to honor Commemorative Months according to Federal Calendar- The artist provided the coloring pages (April-June).

Chair Diaz shared the three (3) pages. The Commission would like April to be Jazz and Poetry month. **Chair Diaz** will request the artist revise the April page and add a lamp image to the May page.

Promote monthly commemorative months through Social Media and Special Events to raise awareness and cultural competency-**Vice Chair von Huene** posted the March coloring page.

GOAL #4: Enhance communication and media strategy to increase community awareness of the Cultural Commission.

Commissioners to attend the Americans for the Arts Conference-On hold for FY23/24.

Present regularly to City Council-The Commission will present to Council on March 19 at the Joint Dinner. A Draft Presentation was presented at the meeting and minor changes were added and approved.

Develop, maintain, and grow partnerships and collaborations with external organizations-The subcommittee is fostering a relationship with Mission College and collaborating on possible concert sites in 2025. They

will see if someone with Mission College can be a judge for the Art Exhibition with the new dates discussed. The Commission discussed partnerships, parking, and amenities at the campus.

GOAL #5: Prepare for Citywide Arts Master Plan Process.

Develop, promote, and implement Citywide Arts Master Plan alongside the City Council--Commissioner Marinaro met with **Cynthia Bojorquez, Assistant City Manager/Acting Parks & Recreation Director**, about the Arts Master Plan Process. The Council Priority Sessions are in March and April. He encouraged everyone to attend. The Commission will review other Arts Master Plans and see what they like about their plans and what are priorities for the Commission.

GOAL #6: Identify and expand on Arts Education in the City of Santa Clara.

Identify potential partnerships with schools/local organizations to expand arts and art education--Vice Chair von Huene met with Jessica Friedman from Santa Clara Unified School District. She is interested in partnering with the Commission. **Chair Diaz** will be reaching out regarding the Utility Box Art Project to see if the Commission can work together on this project.

A motion was made by Vice Chair von Huene, seconded by Commissioner Samara, to extend the Sculpture Exhibition deadline by three (3) weeks, to increase the Award amounts, and agree to a minimum of 16 entries. The motion passed with the following vote:

Aye: 5 - Commissioner Samara, Vice Chair von Huene, Chair Diaz, Commissioner Marinaro, and Commissioner Garg

Absent: 1 - Commissioner McNamara

STAFF REPORT

Recreation Manager Castro attended the Santa Clara Unified School District Arts in Education Breakfast with Commissioners Garg and McNamara. A variety of entities that prioritize art were represented.

COMMISSIONERS REPORT

The following commissioners provided reports:

Vice Chair von Huene reported on a work trip to Houston Texas and attended a rodeo. She also saw several murals and art in Houston and Austin. She is also a member of the Santa Clara Chorale and they sang the National Anthem at a Barracuda hockey game Saturday, March 2, 2024.

Chair Diaz reported that Santa Clara Westside Little League is looking for someone to sing the National Anthem on Saturday, March 9, 2024 at 9:00 a.m. at their opening ceremony.

Commissioner Garg reported attending the Santa Clara Unified School District, Arts in Education Breakfast for the table discussion. She has been brainstorming how we can work with the School District through the Utility Box Project.

Commissioner Marinaro reported attending a Ciaran Mac Gowan Irish concert. He was able to see his last concert before he returns to Ireland.

ADJOURNMENT

A motion was made by Commissioner Marinaro, seconded by Vice Chair von Huene, that the meeting be adjourned at 8:29 p.m. The motion passed with the following vote:

Aye: 5 - Commissioner Samara, Vice Chair von Huene, Chair Diaz, Commissioner Marinaro, and Commissioner Garg

Absent: 1 - Commissioner McNamara

MEETING DISCLOSURES

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March 4, 2024

#24-192

Joint City Council & Cultural Commission Meeting

Item #24-1429
March 19, 2024



**City of
Santa Clara**

The Center of What's Possible

POST MEETING MATERIAL



Agenda

- Welcome – Mayor Lisa M. Gillmor
- Introductions – Mayor & Council, Commissioners, City Staff
- Report on Accomplishments – Cultural Commission
- Brief Update – City Manager Jōvan D. Grogan
 - 2024 Council Priority Setting Process



2023 Accomplishments



**Concerts
in the Park**

David Martin House Party
June 9 - Central Park

The Fog City Swampers
June 23 - Live Oak Park

Neon Velvet
July 21 - Central Park

Orquesta Borinquen
Aug. 18 - Central Park

The Megatones
Sept. 29 - Live Oak Park

City of
Santa Clara
The Center of What's Possible

The poster for "Concerts in the Park" features a vibrant orange and yellow background with a blue silhouette of a crowd at the bottom. The text lists five musical acts and their respective dates and locations: David Martin House Party (June 9, Central Park), The Fog City Swampers (June 23, Live Oak Park), Neon Velvet (July 21, Central Park), Orquesta Borinquen (Aug. 18, Central Park), and The Megatones (Sept. 29, Live Oak Park). The City of Santa Clara logo is in the bottom right corner.



Cultural Commission's

STREET DANCE

PRESENTED BY  SILICON VALLEY POWER
CITY OF SANTA CLARA



Featuring: Pop Rocks

FRIDAY, AUG. 4 | 6-9:30 P.M. | 1100-1300 FRANKLIN SQUARE

 **City of
Santa Clara**
The Center of What's Possible

SantaClaraCA.gov/StreetDance





Home Decorating Contest - Halloween 2023





Home Decorating Contest - Halloween 2023



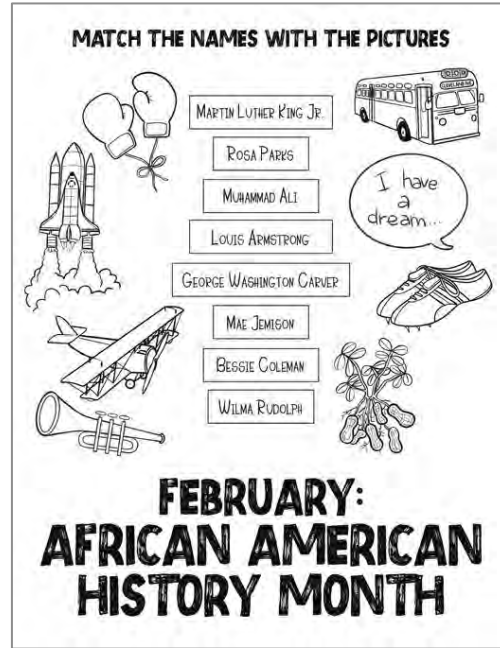


Home Decorating Contest - Halloween 2023





Commemorative Coloring Pages





Home Decorating Contest - Holiday 2023



District 1 - 4292 Burdick Lane



District 2 - 2133 Hoover Court



District 3 - 3031 Santa Maria Ave.



Home Decorating Contest - Holiday 2023



District 4 - 960 Capitola Way



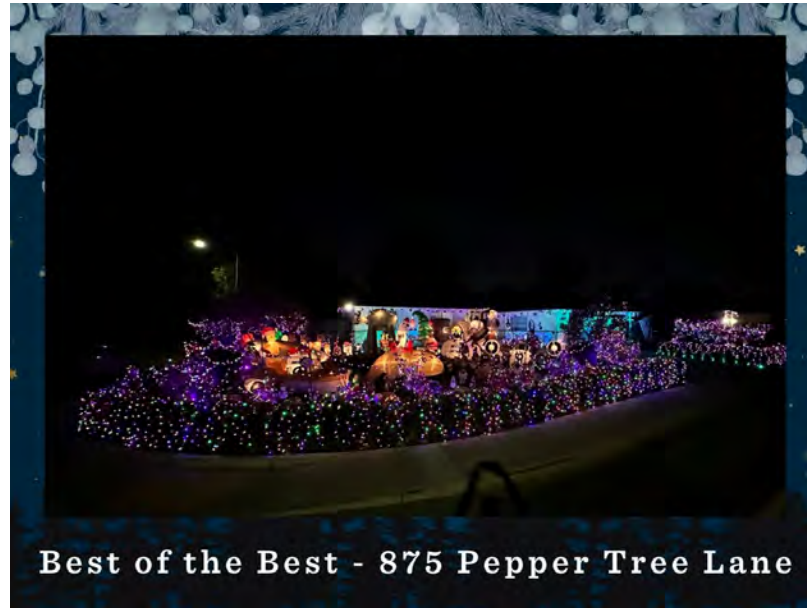
District 5 - 1210 Lincoln St.



District 6 - 345 Sloat Court



Home Decorating Contest - Holiday 2023



Best of the Best - 875 Pepper Tree Lane



Temporary Art Installation

The Mechanical Horse
By Artist Adrian Landon

Collaboration with Santa Clara
University: Sept. 23 – Jan. 24





Happening Now

Sculpture Exhibition 2024

Theme: “**One World, One Hope**”

- **April:** Up to 25 Artists Artwork installed at designated locations
- **May:** Exhibition opens to public & public online voting opens
- **June:** All Artists invited to reception and first, second and third place winners will be announced





Looking Forward - 2024 Concert Series

Live Oak Park:

Friday, June 14

The Houserockers, Rock & Roll Party

Central Park:

Friday, June 28

The Peelers, Modern

Friday, July 12

The Megatones, 80s & 90s Dance Party

Friday, July 26

Orquesta Borinquen, Latin

Friday, August 16

Pop Fiction, Ultimate Dance Party



2024 Street Dance Featuring Neon Velvet

**Street Dance on Franklin Street
Friday, Aug. 2 from 6-9:30 p.m.**

Join us for another year of music, food, dancing and
community!



Future Projects

- Friday Night Live Series Fall 2024
- Utility Box Art Program in 2025
- Support for Citywide Arts Master Plan
- In discussion with Mission College for potential event collaboration

Joint City Council & Cultural Commission Meeting



**City of
Santa Clara**
The Center of What's Possible



Approved 2024 Council Priority Setting Framework

March 2024

- Community Survey

March – April 2024

- Council Priority Setting Process

May - June 2024

- CBC Annual Budget Setting Process

Joint City Council & Cultural Commission Meeting



**City of
Santa Clara**

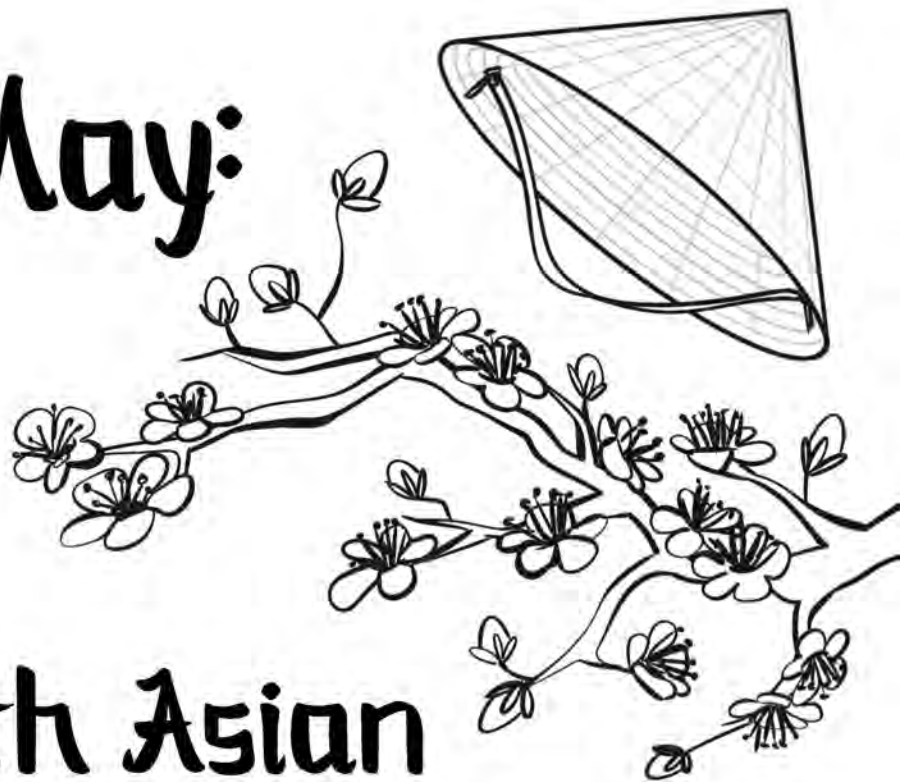
The Center of What's Possible

POST MEETING MATERIAL P19 of 19

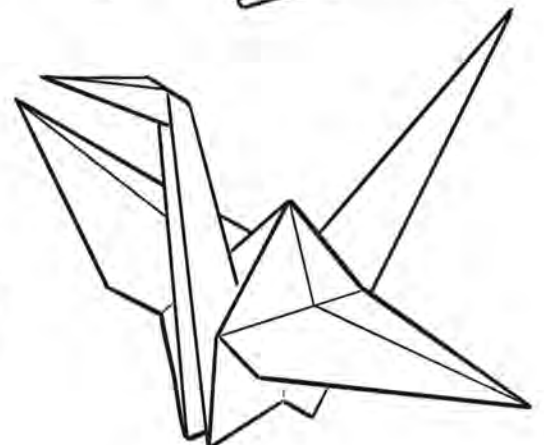
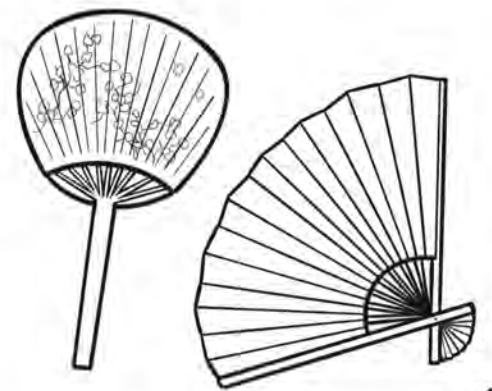
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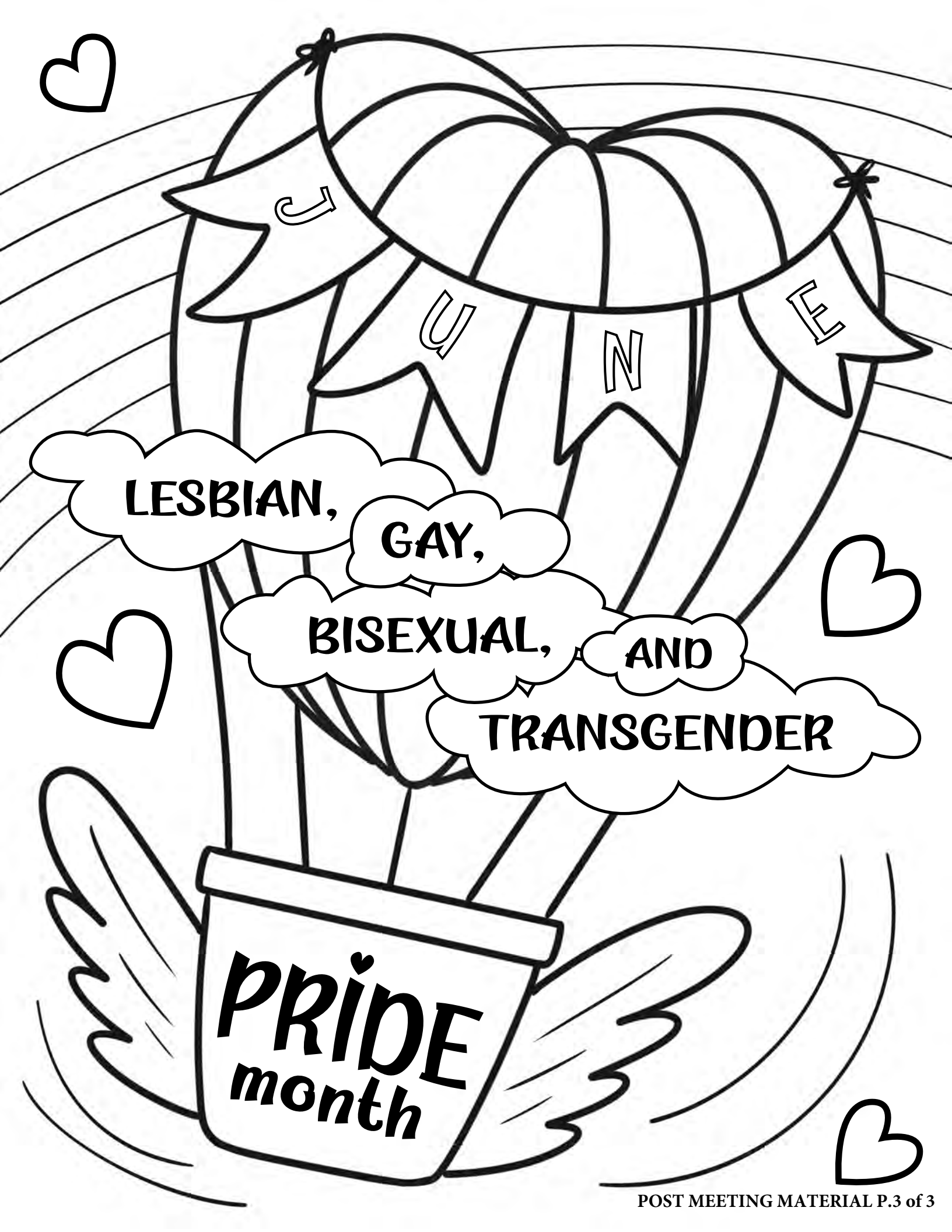
awareness month

May:



South Asian
and
Asian Pacific
Heritage
Month





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LESBIAN,

GAY,

BISEXUAL,

AND

TRANSGENDER

PRIDE
month



City of Santa Clara

Meeting Minutes

Governance and Ethics Committee

12/04/2023

3:00 PM

City Hall Council Chambers / Hybrid Meeting
1500 Warburton Avenue
Santa Clara, CA 95050

CALL TO ORDER AND ROLL CALL

Chair Jain called the meeting to order at 3:05 p.m.

Present 3 - Member Lisa Gillmor, Member Raj Chahal, and Chair Suds Jain

CONSENT CALENDAR

Approved the Consent Calendar

1. [23-1441](#) Approval of the September 11, 2023 Governance and Ethics Committee Meeting Minutes

Recommendation: Approve the minutes of the September 11, 2023 Governance and Ethics Committee Meeting.

Committee Member Chahal motioned and Committee Member Gillmor seconded to approve the minutes.

Aye: 3 - Member Gillmor, Member Chahal, and Chair Jain

PUBLIC PRESENTATIONS

None.

GENERAL BUSINESS

2. [23-1290](#) Action on the Santa Clara Police Department's Recommendation to Name the Police Building's Motorcycle Garage the "Pete Malae Traffic Unit Motorcycle Garage"

Recommendation: Recommend to the City Council that it Approve the naming of the Police Building's Motorcycle Garage the "Pete Malae Traffic Unit Motorcycle Garage."

Santa Clara Police Chief Pat Nikolai presented to the Committee the background and recommendation to name the Santa Clara Police Department Police building's Motorcycle garage to the "Pete Malae Traffic Unit Motorcycle Garage".

Committee Member Gillmor motioned to approve the recommendation. The motion was seconded by **Committee Member Chahal**.

Aye: 3 - Member Gillmor, Member Chahal, and Chair Jain

3. [23-1263](#) Review Council Policy and Procedure 007 ("Citizen Complaints Addressed to the City Council") and Approve Amended Policy ("Constituent Complaints Addressed to the City Council")

Recommendation: Approve amendments to Policy and Procedure 007 ("Citizen Complaints Addressed to the City Council") and bring forth to City Council for Consideration and Adoption as Council Policy 007 ("Constituent Complaints Addressed to the City Council")

City Manager Jovan Grogan presented on Council Policy 007 ("Citizen Complaints addressed to the City Council") and provided recommendations to update the policy to addressing requests, issues or concerns from constituents received by the members of the City Council. Additionally, the City Manager referenced a copy of a memorandum from the City Manager on *City Council Inquiries and Requests to Staff* offering guidance on the process to submit requests and constituent inquiries to City staff. Committee members provided feedback which included requesting outcome summaries on inquiries.

Committee Member Gillmor motioned to approve the recommendations, **Committee Member Chahal** seconded the motion.

Aye: 3 - Member Gillmor, Member Chahal, and Chair Jain

4. [23-1265](#) Review Council Policy and Procedure 041 (“Public Submittal of Written and Audiovisual Materials for Council Meetings”)

Recommendation: Approve amendments to Policy and Procedure 041 (“Public Submittal of Written and Audiovisual Materials for Council Meetings”) and bring forth to City Council for Consideration and Adoption as Council Policy 041 (“Public Submittal of Written and Audiovisual Materials for Council Meetings”)

Assistant City Clerk Nora Pimentel and Assistant to the City

Manager Maria Le presented on Council Policy 041 (“Public Submittal of Written and Audiovisual Materials for Council meetings”). Staff presented proposed changes to the policy which included revised deadlines for submission of materials and updated procedures with updates in technology and applications. Committee members discussed the proposed amendments.

Committee Member Gillmor motioned to approve staff recommendation, Committee Member Chahal seconded the motion.

Aye: 3 - Member Gillmor, Member Chahal, and Chair Jain

5. [23-1264](#) Review Meeting Management Procedures

Recommendation: Review Meeting Management Procedures and Information Provided in Report and Provide Feedback for any further Amendments

City Manager Grogan presented on the current meeting management procedures in place. The Committee members discussed potential options to consider such as time limits and additional round of questions for the City Council to address agenda items. **City Attorney Glen Googins** added if the Committee was interested in hearing more about Rosenberg's Rules of Order for meeting management, staff would return to a future meeting to present additional information.

The Committee noted and filed the staff report.

STAFF REPORTS

Adding Standing Item on Consent Calendar for Excusal Memos (City Attorney Glen Googins)

City Attorney Glen Googins updated the Committee on adding a standing item on the consent calendar for excusal memos to formalize the process. This allows the City Council to take action on the item.

Council Policy 020 Proclamations, Commendations, Certificates of Recognition - Item to be part of discussion on Written Petition submission from Councilmember Becker at Dec. 12, 2023 meeting

City Manager Jovan Grogan reported to the Committee the item for Council Policy 020 ("Proclamations, Commendations, Certificates of Recognition") will be part of the agenda for the Dec. 12, 2023 City Council meeting based on written petition 030 from Councilmember Anthony Becker. If the majority of the Council would like amendments to the policy, staff will recommend it be referred to the Governance and Ethics Committee for a detailed policy discussion.

2024 Items: Email Retention Policy & Review of SCSC Chapter 2.155 ("Regulation of Lobbying Activities") and SCSC Chapter 2.160 ("Calendars of Certain City Officials")

City Attorney Glen Googins reported to the Committee the Email Retention Policy and the Lobbying Ordinance items will return to this Committee in March 2024 at the next meeting.

COMMITTEE MEMBER REPORTS / FUTURE REFERRALS FOR CONSIDERATION

None.

ADJOURNMENT

Chair Jain adjourned the meeting at 4:37 p.m.



City of Santa Clara

Meeting Minutes

Parks & Recreation Commission

03/19/2024

7:00 PM

Hybrid Meeting
Cafeteria - City Hall East Wing
1500 Warburton Avenue
Santa Clara, CA 95050

Vice-Chair Sajid Hai will be participating from the following remote location:
468 Lakewater Estates Dr., Stone Mountain, GA 30087

The City of Santa Clara is conducting the Parks & Recreation Commission meeting in a hybrid manner (in-person and a method for the public to participate remotely).

Via Zoom:

<https://santaclaraca.zoom.us/j/91316665755>

Meeting ID: 913 1666 5755

Or join by phone: 669-900-6833

CALL TO ORDER AND ROLL CALL

Chair Caldwell called the meeting to order at 7:08 PM.

Approved Staff Recommendation

Present 6 - Chair Dana Caldwell, Commissioner Maureen Chu, Commissioner Eversley Forte, Commissioner Kelly Cox, Vice Chair Sajid Hai, and Commissioner Vikas Gupta

Absent 1 - Commissioner Brittany Ricketts

Chair Caldwell informed the Commission that **Commissioner Ricketts** will be absent from the meeting.

Commissioner Cox made a motion, seconded by **Commissioner Hai** to excuse **Commissioner Ricketts**.

Aye: 6 - Chair Caldwell, Commissioner Chu, Commissioner Forte, Commissioner Cox, Vice Chair Hai, and Commissioner Gupta

Excused: 1 - Commissioner Ricketts

CONSENT CALENDAR

1. [24-114](#) Action on the Parks & Recreation Commission Minutes of the January 16, 2024 Meeting

Recommendation: Approve the Parks & Recreation Commission Minutes of the January 16, 2024 Meeting.

Commissioner Chu made a motion, seconded by Commissioner Forte to approve the Parks & Recreation Commission minutes of the January 16 2024 Meeting.

Aye: 6 - Chair Caldwell, Commissioner Chu, Commissioner Forte, Commissioner Cox, Vice Chair Hai, and Commissioner Gupta

Absent: 1 - Commissioner Ricketts

PUBLIC PRESENTATIONS

None.

GENERAL BUSINESS

2. [24-596](#) Consideration of the Updated Conceptual Design of a New Public Neighborhood Park at 3005 Democracy Way (Kylli)

Recommendation: Provide comments to the Developer on the updated Conceptual Design presented for a new neighborhood park to be located at 3005 Democracy Way.

The Commission received the presentation and inquired about the connectivity and proximity of the parks to trails and how the change in park size would impact future residents.

3. [24-234](#) Action to Initiate the Formal Community Input Process on the Proposed Schematic Design of a New Public Mini Park at 4590 Patrick Henry Drive

Recommendation: Invite public comment and provide input on the initial Schematic Design of a New Public Mini Park at 4590 Patrick Henry Drive.

Commissioner Chu made a motion, seconded by Commissioner Gupta, to invite public comment and provide input on the initial schematic design of a new public mini park at 4590 Patrick Henry Drive.

Aye: 6 - Chair Caldwell, Commissioner Chu, Commissioner Forte, Commissioner Cox, Vice Chair Hai, and Commissioner Gupta

Excused: 1 - Commissioner Ricketts

4. [24-292](#) Review and Approve a Draft Presentation of Parks & Recreation Commission's Goals and Accomplishments for the Joint Dinner with the City Council on April 9, 2024.

Commissioner Chu made a motion, seconded by Commissioner Cox that Chair Caldwell give the presentation and work with staff on the final presentation of the goals and accomplishments.

Aye: 6 - Chair Caldwell, Commissioner Chu, Commissioner Forte, Commissioner Cox, Vice Chair Hai, and Commissioner Gupta

Excused: 1 - Commissioner Ricketts

5. [24-265](#) Action to Review and Consider Approval of Visitation Forms for Parks & Recreation Commissioners to Evaluate Special Events, Park Site Visits, and Pool Facility Visits

Recommendation: Approve visitation forms for Parks & Recreation Commissioners to evaluate special events, park site visits, and pool facility visits.

Deputy Director Seale stated that staff will finalize version of the visitation forms and make them available to the Commission. Completed visitation forms will be filed for future reference.

Commissioner Chu made a motion, seconded by Commissioner Forte, to approve visitation forms for Parks & Recreation Commissioners to evaluate special events, park site visits and pool facility visits.

Aye: 6 - Chair Caldwell, Commissioner Chu, Commissioner Forte, Commissioner Cox, Vice Chair Hai, and Commissioner Gupta

Excused: 1 - Commissioner Ricketts

6. [24-309](#) Action to Amend the Parks & Recreation Commission Meeting Calendar to Avoid Conflict with City Council Meetings

Recommendation: Recommend that City Council approve a resolution to amend the Parks & Recreation Commission Meeting Calendar to avoid future conflicts with City Council meetings.

Commissioner Chu made a motion, seconded by Commissioner Hai to recommend that the City Council approve a resolution to amend the day and time of regular meetings for the Parks & Recreation Commission to be the 2nd Monday of the month at 7:00 PM to avoid future conflicts with City Council meetings.

Aye: 5 - Chair Caldwell, Commissioner Chu, Commissioner Forte, Vice Chair Hai, and Commissioner Gupta

Excused: 1 - Commissioner Ricketts

Abstained: 1 - Commissioner Cox

7. [24-135](#) Parks & Recreation Commission Work Plan Goals for FY2023/24

Recommendation: Discussion and action on the activities and efforts in support of the Commission's Work Plan Goals for FY 2023/24.

Commissioner Forte: Spoke about meeting with the Cultural Commission. The Multi-Cultural Market event has been rescheduled for 2025.

STAFF REPORT

Deputy Director Seale provided an update on the Community Sports Group Meeting on Thursday, March 14, which provided feedback from the user groups who utilize sports fields. He provided an update on the International Swim Center (ISC) and shared reports from Santa Clara County, and the City's Building Division, all of which are available for the public on the City's website: <https://www.santaclaraca.gov/our-city/departments-g-z/parks-recreation/classes-activities/swimming/international-swim-center>

Staff will provide additional updates on the ISC at a City Council Meeting in late April 2024.

Recreation manager Castro gave an update on the upcoming Recreational events and Robert Jones Junior Theater Sponge Bob performances.

COMMISSIONERS REPORT

Chair Caldwell visited Westwood Oaks Park playground to see the positive progress with construction. He also commented on the construction progress of the Magical Bridge All-Inclusive Playground in Central Park.

Commissioner Chu noted the aging parks buildings (Lick Mill Park and Henry Schmidt Park). She commented on the length of the grass at Live Oak park after the recent rain.

Commissioner Cox was present for the participant pickup at Reed & Grant Sports field. She commented on her recent trip to Scottsdale AZ and how that city incorporated their parks with outdoor retail and dining areas.

Commissioner Forte visited Central Park and noted the progress of the Magical Bridge All-Inclusive Playground.

Commissioner Gupta visited Central Park and was pleased with the progress of the Magical Bridge All-Inclusive Playground. He also visited Homeridge Park and noted that it was in need of renovations at the eastern side of the park. He visited Maywood Park and commented on the grass height.

ADJOURNMENT

Commissioner Chu made a motion, seconded by Commissioner Cox to adjourn the Parks & Recreation Commission meeting at 9:33 PM until the next Parks & Recreation Commission meeting on Tuesday, April 16, 2024, at 7:00 PM.

Aye: 6 - Chair Caldwell, Commissioner Chu, Commissioner Forte, Commissioner Cox, Vice Chair Hai, and Commissioner Gupta

Excused: 1 - Commissioner Ricketts

MEETING DISCLOSURES

The time limit within which to commence any lawsuit or legal challenge to any quasi-adjudicative decision made by the City is governed by Section 1094.6 of the Code of Civil Procedure, unless a shorter limitation period is specified by any other provision. Under Section 1094.6, any lawsuit or legal challenge to any quasi-adjudicative decision made by the City must be filed no later than the 90th day following the date on which such decision becomes final. Any lawsuit or legal challenge, which is not filed within that 90-day period, will be barred. If a person wishes to challenge the nature of the above section in court, they may be limited to raising only those issues they or someone else raised at the meeting described in this notice, or in written correspondence delivered to the City of Santa Clara, at or prior to the meeting. In addition, judicial challenge may be limited or barred where the interested party has not sought and exhausted all available administrative remedies.

If a member of the public submits a speaker card for any agenda items, their name will appear in the Minutes. If no speaker card is submitted, the Minutes will reflect "Public Speaker."

In accordance with the requirements of Title II of the Americans with Disabilities Act of 1990 ("ADA"), the City of Santa Clara will not discriminate against qualified individuals with disabilities on the basis of disability in its services, programs, or activities, and will ensure that all existing facilities will be made accessible to the maximum extent feasible. The City of Santa Clara will generally, upon request, provide appropriate aids and services leading to effective communication for qualified persons with disabilities including those with speech, hearing, or vision impairments so they can participate equally in the City's programs, services, and activities. The City of Santa Clara will make all reasonable modifications to policies and programs to ensure that people with disabilities have an equal opportunity to enjoy all of its programs, services, and activities.

Agendas and other written materials distributed during a public meeting that are public record will be made available by the City in an appropriate alternative format. Contact the City Clerk's Office at 1 408-615-2220 with your request for an alternative format copy of the agenda or other written materials.

Individuals who require an auxiliary aid or service for effective communication, or any other disability-related modification of policies or procedures, or other accommodation, in order to participate in a program, service, or activity of the City of Santa Clara, should contact the City's ADA Coordinator at 408-615-3000 as soon as possible but no later than 48 hours before the scheduled event.



Agenda Report

24-1611

Agenda Date: 4/23/2024

REPORT TO PUBLIC FACILITIES FINANCING CORPORATION (PFFC)

SUBJECT

Action on the Federal and State Income Tax Exempt Reporting for Fiscal Year 2022/2023

COUNCIL PILLAR

Enhance Community Engagement and Transparency

BACKGROUND

The City Council established the City of Santa Clara Public Facilities Financing Corporation (PFFC) in 1997. The PFFC's purpose is mainly to render financial assistance to the City of Santa Clara by financing, refinancing, acquiring, constructing, improving, leasing, and selling of City facilities. The PFFC is the issuing agency for the 2013 Refunding Certificates of Participation (COPs), which refunded: (1) the outstanding 2002A COPs for the construction of the City's Central Park Library and (2) the 2023 Wastewater Revenue COPs for the construction of the San Jose/Santa Clara Regional Wastewater Facility Project.

Established as a tax-exempt organization, the PFFC is required to file the Internal Revenue Service (IRS) Form 990 annually. The Form 990 is required to be accepted by the organization's governing body prior to its filing. Once approved by the Board, it will be transmitted to the IRS. This tax form should be filed by the 15th day of the 5th month (November 15th) after the end of the City's accounting period of June 30th. However, the City's Annual Comprehensive Financial Report (ACFR) was not completed until December 2023 and an extension was requested and granted by the IRS. The revised deadline to file the 2022-2023 fiscal year Form 990 is now May 15, 2024.

DISCUSSION

The IRS Form 990 is the reporting form that federally tax-exempt organizations must file with the IRS each year. This form allows the IRS and the public to evaluate a nonprofit's operations. As an organization exempt from income tax, the PFFC is required to file Form 990 under section 501(c) of the Internal Revenue Code. The form is referred to by the IRS as the year beginning the fiscal year, in this case 2022.

The PFFC is also required to file the State of California Franchise Tax Board Form 199, Exempt Organization Annual Information Return, which is the State's equivalent to the IRS Form 990.

A copy of both the 2022 Form 990 (Attachment 1) and Form 199 (Attachment 2) for the period commencing July 1, 2022 and ending June 30, 2023, prepared by a certified public accounting firm (Maze & Associates) on the City's behalf, are available to the public on the City's website and at the City Clerk's Office.

ENVIRONMENTAL REVIEW

The action being considered does not constitute a “project” within the meaning of the California Environmental Quality Act (“CEQA”) pursuant to section 15378(b)(4) of the California Code of Regulations in that it is a fiscal activity that does not involve any commitment to any specific project which may result in a potential significant impact on the environment.

FISCAL IMPACT

Preparation of IRS Form 990 and State Form 199 was included in the cost of the contract with the City’s external auditor, Maze & Associates, at a cost of \$948. Funding for this engagement was included in the FY 2023/24 Adopted Budget.

PUBLIC CONTACT

Public contact was made by posting the Council agenda on the City’s official-notice bulletin board outside City Hall Council Chambers. A complete agenda packet is available on the City’s website and in the City Clerk’s Office at least 72 hours before a Regular Meeting and 24 hours prior to a Special Meeting. A hard copy of any agenda report may be requested by contacting the City Clerk’s Office at (408) 615-2220, email clerk@santaclaraca.gov <<mailto:clerk@santaclaraca.gov>> or at the public information desk at any City of Santa Clara public library.

RECOMMENDATION

Authorize the Executive Director, or designee, to file the 2022 Internal Revenue Service Form 990 (Return of Organization Exempt from Income Tax) and the State of California Form 199 (Exempt Organization Annual Information Return) on behalf of the City of Santa Clara Public Facilities Financing Corporation.

Reviewed by: Kenn Lee, Director of Finance
Approved by: Jovan D. Grogan, Executive Director

ATTACHMENTS

1. 2022 Federal Form 990
2. 2022 State Form 199

Application for Automatic Extension of Time To File an Exempt Organization Return

► **File a separate application for each return.**
► **Go to www.irs.gov/Form8868 for the latest information.**

Electronic filing (e-file). You can electronically file Form 8868 to request a 6-month automatic extension of time to file any of the forms listed below with the exception of Form 8870, Information Return for Transfers Associated With Certain Personal Benefit Contracts, for which an extension request must be sent to the IRS in paper format (see instructions). For more details on the electronic filing of this form, visit www.irs.gov/e-file-providers/e-file-for-charities-and-non-profits.

Automatic 6-Month Extension of Time.

 Only submit original (no copies needed).

All corporations required to file an income tax return other than Form 990-T (including 1120-C filers), partnerships, REMICs, and trusts must use Form 7004 to request an extension of time to file income tax returns.

Type or print	Name of exempt organization or other filer, see instructions.	Taxpayer identification number (TIN)
	CITY OF SANTA CLARA PUBLIC FACILITIES FINANCING CORPORATION	31-1611044
File by the due date for filing your return. See instructions.	Number, street, and room or suite number. If a P.O. box, see instructions.	
	1500 WARBURTON AVENUE SANTA CLARA, CA 95050-3713	

Enter the Return Code for the return that this application is for (file a separate application for each return) **01**

Application Is For	Return Code	Application Is For	Return Code
Form 990 or Form 990-EZ	01	Form 1041-A	08
Form 4720 (individual)	03	Form 4720 (other than individual)	09
Form 990-PF	04	Form 5227	10
Form 990-T (section 401(a) or 408(a) trust)	05	Form 6069	11
Form 990-T (trust other than above)	06	Form 8870	12
Form 990-T (corporation)	07		

• The books are in the care of ► KENN LEE 1500 WARBURTON AVENUE SANTA CLARA CA 95050-3713

Telephone No. ► (408) 615-2345 Fax No. ► _____

• If the organization does not have an office or place of business in the United States, check this box ►

• If this is for a Group Return, enter the organization's four digit Group Exemption Number (GEN) _____. If this is for the whole group, check this box. ► . If it is for part of the group, check this box ... ► and attach a list with the names and TINs of all members the extension is for.

1 I request an automatic 6-month extension of time until 5/15, 20 24, to file the exempt organization return for the organization named above. The extension is for the organization's return for:

- calendar year 20 ____ or
- tax year beginning 7/01, 20 22, and ending 6/30, 20 23.

2 If the tax year entered in line 1 is for less than 12 months, check reason: Initial return Final return Change in accounting period

3a If this application is for Forms 990-PF, 990-T, 4720, or 6069, enter the tentative tax, less any nonrefundable credits. See instructions	3a	\$	0.
b If this application is for Forms 990-PF, 990-T, 4720, or 6069, enter any refundable credits and estimated tax payments made. Include any prior year overpayment allowed as a credit	3b	\$	0.
c Balance due. Subtract line 3b from line 3a. Include your payment with this form, if required, by using EFTPS (Electronic Federal Tax Payment System). See instructions	3c	\$	0.

Caution: If you are going to make an electronic funds withdrawal (direct debit) with this Form 8868, see Form 8453-TE and Form 8879-TE for payment instructions.

BAA For Privacy Act and Paperwork Reduction Act Notice, see instructions.

Return of Organization Exempt From Income Tax

2022

Under section 501(c), 527, or 4947(a)(1) of the Internal Revenue Code (except private foundations)
 Do not enter social security numbers on this form as it may be made public.
 Go to www.irs.gov/form990 for instructions and the latest information.

Open to Public Inspection

Department of the Treasury
 Internal Revenue Service

A For the 2022 calendar year, or tax year beginning 7/01, 2022, and ending 6/30, 2023

B Check if applicable: Address change Name change Initial return Final return/terminated Amended return Application pending

C CITY OF SANTA CLARA PUBLIC FACILITIES
 FINANCING CORPORATION
 1500 WARBURTON AVENUE
 SANTA CLARA, CA 95050-3713

D Employer identification number 31-1611044
E Telephone number (408) 615-2368

G Gross receipts \$ 1,426,118.

F Name and address of principal officer: JOVAN GROGAN
H(a) Is this a group return for subsidiaries? Yes No
H(b) Are all subsidiaries included? Yes No
 If "No," attach a list. See instructions.

I Tax exempt status: 501(c)(3) 501(c) (4) (insert no.) 4947(a)(1) or 527

J Website: N/A **H(c)** Group exemption number

K Form of organization: Corporation Trust Association Other **L** Year of formation: 1997 **M** State of legal domicile: CA

Part I Summary

1 Briefly describe the organization's mission or most significant activities: TO RENDER FINANCIAL ASSISTANCE TO THE CITY OF SANTA CLARA BY FINANCING, REFINANCING, LEASING AND CONSTRUCTING VARIOUS FACILITIES FOR THE BENEFIT OF THE CITY'S RESIDENTS.

2 Check this box if the organization discontinued its operations or disposed of more than 25% of its net assets. **3** 7

3 Number of voting members of the governing body (Part VI, line 1a) **4** 4

4 Number of independent voting members of the governing body (Part VI, line 1b) **5** 5

5 Total number of individuals employed in calendar year 2022 (Part V, line 2a) **6** 0

6 Total number of volunteers (estimate if necessary) **7a** 7a 0

7a Total unrelated business revenue from Part VIII, column (C), line 12 **7b** 7b 0

b Net unrelated business taxable income from Form 990-T, Part I, line 11

	Prior Year	Current Year
8 Contributions and grants (Part VIII, line 11b).....	2,501,439.	1,402,275.
9 Program service revenue (Part VIII, line 2g).....	623.	23,843.
10 Investment income (Part VIII, column (A), lines 3, 4, and 7d).....		
11 Other revenue (Part VIII, column (A), lines 5, 6d, 8c, 9c, 10c, and 11e).....	2,502,062.	1,426,118.
12 Total revenue — add lines 8 through 11 (must equal Part VIII, column (A), line 12).....		

	Prior Year	Current Year
13 Grants and similar amounts paid (Part IX, column (A), lines 1-3).....		
14 Benefits paid to or for members (Part IX, column (A), line 4).....		
15 Salaries, other compensation, employee benefits (Part IX, column (A), lines 5-10).....		
16a Professional fundraising fees (Part IX, column (A), line 11e).....		
b Total fundraising expenses (Part IX, column (D), line 25).....	2,502,604.	1,403,235.
17 Other expenses (Part IX, column (A), lines 11a-11d, 11f-24e).....	2,502,604.	1,403,235.
18 Total expenses. Add lines 13-17 (must equal Part IX, column (A), line 25).....	-542.	22,883.
19 Revenue less expenses. Subtract line 18 from line 12.....	Beginning of Current Year	End of Year
20 Total assets (Part X, line 16).....	12,316,935.	11,305,521.
21 Total liabilities (Part X, line 26).....	11,594,394.	10,560,097.
22 Net assets or fund balances. Subtract line 21 from line 20.....	722,541.	745,424.

Part II Signature Block

Under penalties of perjury, I declare that I have examined this return, including accompanying schedules and statements, and to the best of my knowledge and belief, it is true, correct, and complete. Declaration of preparer (other than officer) is based on all information of which preparer has any knowledge.

Sign Here Signature of officer: KENN LEE Date: DIR. OF FINANCE

Print/Type preparer's name	Preparer's signature	Date	Check <input type="checkbox"/> if self-employed	PTIN
VIKKI C RODRIGUEZ	VIKKI C RODRIGUEZ	3/6/24	<input type="checkbox"/>	P00685455
Firm's name: MAZE & ASSOCIATES				
Firm's address: 3478 BUSKIRK AVE STE 217 PLEASANT HILL, CA 94523				
Firm's EIN: 94-2590179				
Phone no.: (925) 228-2800			<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	

May the IRS discuss this return with the preparer shown above? See instructions Yes No

BAA For Paperwork Reduction Act Notice, see the separate instructions. TEEA0101L 09/01/22 Form **990** (2022)

Part III Statement of Program Service Accomplishments

Check if Schedule O contains a response or note to any line in this Part III

1 Briefly describe the organization's mission:

SEE SCHEDULE O

2 Did the organization undertake any significant program services during the year which were not listed on the prior Form 990 or 990-EZ? Yes No

If "Yes," describe these new services on Schedule O.

3 Did the organization cease conducting, or make significant changes in how it conducts, any program services? Yes No

If "Yes," describe these changes on Schedule O.

4 Describe the organization's program service accomplishments for each of its three largest program services, as measured by expenses. Section 501(c)(3) and 501(c)(4) organizations are required to report the amount of grants and allocations to others, the total expenses, and revenue, if any, for each program service reported.

4a (Code:) (Expenses \$ 1,403,235. including grants of \$) (Revenue \$)
DEBT SERVICE EXPENDITURES RELATED TO POLICE ADMINISTRATION BUILDING, LIBRARY BUILDING CONSTRUCTION, AND LEASE OBLIGATIONS.

4b (Code:) (Expenses \$ including grants of \$) (Revenue \$)

4c (Code:) (Expenses \$ including grants of \$) (Revenue \$)

4d Other program services (Describe on Schedule O.)

(Expenses \$ including grants of \$) (Revenue \$)

4e Total program service expenses 1,403,235.

Part IV Checklist of Required Schedules

	Yes	No
1 Is the organization described in section 501(c)(3) or 4947(a)(1) (other than a private foundation)? <i>If "Yes," complete Schedule A.</i>	1	X
2 Is the organization required to complete <i>Schedule B, Schedule of Contributors</i> ? See instructions	2	X
3 Did the organization engage in direct or indirect political campaign activities on behalf of or in opposition to candidates for public office? <i>If "Yes," complete Schedule C, Part I.</i>	3	X
4 Section 501(c)(3) organizations. Did the organization engage in lobbying activities, or have a section 501(h) election in effect during the tax year? <i>If "Yes," complete Schedule C, Part II.</i>	4	
5 Is the organization a section 501(c)(4), 501(c)(5), or 501(c)(6) organization that receives membership dues, assessments, or similar amounts as defined in Revenue Procedure 98-19? <i>If "Yes," complete Schedule C, Part III.</i>	5	X
6 Did the organization maintain any donor advised funds or any similar funds or accounts for which donors have the right to provide advice on the distribution or investment of amounts in such funds or accounts? <i>If "Yes," complete Schedule D, Part I.</i>	6	X
7 Did the organization receive or hold a conservation easement, including easements to preserve open space, the environment, historic land areas, or historic structures? <i>If "Yes," complete Schedule D, Part II.</i>	7	X
8 Did the organization maintain collections of works of art, historical treasures, or other similar assets? <i>If "Yes," complete Schedule D, Part III.</i>	8	X
9 Did the organization report an amount in Part X, line 21, for escrow or custodial account liability, serve as a custodian for amounts not listed in Part X; or provide credit counseling, debt management, credit repair, or debt negotiation services? <i>If "Yes," complete Schedule D, Part IV.</i>	9	X
10 Did the organization, directly or through a related organization, hold assets in donor-restricted endowments or in quasi endowments? <i>If "Yes," complete Schedule D, Part V.</i>	10	X
11 If the organization's answer to any of the following questions is "Yes," then complete Schedule D, Parts VI, VII, VIII, IX, or X, as applicable.		
a Did the organization report an amount for land, buildings, and equipment in Part X, line 10? <i>If "Yes," complete Schedule D, Part VI.</i>	11a	X
b Did the organization report an amount for investments – other securities in Part X, line 12, that is 5% or more of its total assets reported in Part X, line 16? <i>If "Yes," complete Schedule D, Part VII.</i>	11b	X
c Did the organization report an amount for investments – program related in Part X, line 13, that is 5% or more of its total assets reported in Part X, line 16? <i>If "Yes," complete Schedule D, Part VIII.</i>	11c	X
d Did the organization report an amount for other assets in Part X, line 15, that is 5% or more of its total assets reported in Part X, line 16? <i>If "Yes," complete Schedule D, Part IX.</i>	11d	X
e Did the organization report an amount for other liabilities in Part X, line 25? <i>If "Yes," complete Schedule D, Part X.</i>	11e	X
f Did the organization's separate or consolidated financial statements for the tax year include a footnote that addresses the organization's liability for uncertain tax positions under FIN 48 (ASC 740)? <i>If "Yes," complete Schedule D, Part X.</i>	11f	X
12a Did the organization obtain separate, independent audited financial statements for the tax year? <i>If "Yes," complete Schedule D, Parts XI and XII.</i>	12a	X
b Was the organization included in consolidated, independent audited financial statements for the tax year? <i>If "Yes," and if the organization answered "No" to line 12a, then completing Schedule D, Parts XI and XII is optional.</i>	12b	X
13 Is the organization a school described in section 170(b)(1)(A)(ii)? <i>If "Yes," complete Schedule E.</i>	13	X
14a Did the organization maintain an office, employees, or agents outside of the United States?	14a	X
b Did the organization have aggregate revenues or expenses of more than \$10,000 from grantmaking, fundraising, business, investment, and program service activities outside the United States, or aggregate foreign investments valued at \$100,000 or more? <i>If "Yes," complete Schedule F, Parts I and IV.</i>	14b	X
15 Did the organization report on Part IX, column (A), line 3, more than \$5,000 of grants or other assistance to or for any foreign organization? <i>If "Yes," complete Schedule F, Parts II and IV.</i>	15	X
16 Did the organization report on Part IX, column (A), line 3, more than \$5,000 of aggregate grants or other assistance to or for foreign individuals? <i>If "Yes," complete Schedule F, Parts III and IV.</i>	16	X
17 Did the organization report a total of more than \$15,000 of expenses for professional fundraising services on Part IX, column (A), lines 6 and 11e? <i>If "Yes," complete Schedule G, Part I.</i> See instructions.	17	X
18 Did the organization report more than \$15,000 total of fundraising event gross income and contributions on Part VIII, lines 1c and 8a? <i>If "Yes," complete Schedule G, Part II.</i>	18	X
19 Did the organization report more than \$15,000 of gross income from gaming activities on Part VIII, line 9a? <i>If "Yes," complete Schedule G, Part III.</i>	19	X
20a Did the organization operate one or more hospital facilities? <i>If "Yes," complete Schedule H.</i>	20a	X
b If "Yes" to line 20a, did the organization attach a copy of its audited financial statements to this return?	20b	
21 Did the organization report more than \$5,000 of grants or other assistance to any domestic organization or domestic government on Part IX, column (A), line 1? <i>If "Yes," complete Schedule I, Parts I and II.</i>	21	X

Part IV Checklist of Required Schedules (continued)

	Yes	No
22 Did the organization report more than \$5,000 of grants or other assistance to or for domestic individuals on Part IX, column (A), line 2? <i>If "Yes," complete Schedule I, Parts I and III.</i>		X
23 Did the organization answer "Yes" to Part VII, Section A, line 3, 4, or 5, about compensation of the organization's current and former officers, directors, trustees, key employees, and highest compensated employees? <i>If "Yes," complete Schedule J.</i>		X
24a Did the organization have a tax-exempt bond issue with an outstanding principal amount of more than \$100,000 as of the last day of the year, that was issued after December 31, 2002? <i>If a "Yes," answer lines 24b through 24d and complete Schedule K. If "No," go to line 25a.</i>	X	
b Did the organization invest any proceeds of tax-exempt bonds beyond a temporary period exception?		X
c Did the organization maintain an escrow account other than a refunding escrow at any time during the year to defease any tax-exempt bonds?		X
d Did the organization act as an "on behalf of" issuer for bonds outstanding at any time during the year?		X
25a Section 501(c)(3), 501(c)(4), and 501(c)(29) organizations. Did the organization engage in an excess benefit transaction with a disqualified person during the year? <i>If "Yes," complete Schedule L, Part I.</i>		X
b Is the organization aware that it engaged in an excess benefit transaction with a disqualified person in a prior year, and that the transaction has not been reported on any of the organization's prior Forms 990 or 990-EZ? <i>If "Yes," complete Schedule L, Part I.</i>		X
26 Did the organization report any amount on Part X, line 5 or 22, for receivables from or payables to any current or former officer, director, trustee, key employee, creator or founder, substantial contributor, or 35% controlled entity or family member of any of these persons? <i>If "Yes," complete Schedule L, Part II.</i>		X
27 Did the organization provide a grant or other assistance to any current or former officer, director, trustee, key employee, creator or founder, substantial contributor or employee thereof, a grant selection committee member, or to a 35% controlled entity (including an employee thereof) or family member of any of these persons? <i>If "Yes," complete Schedule L, Part III.</i>		X
28 Was the organization a party to a business transaction with one of the following parties (see the Schedule L, Part IV, instructions for applicable filing thresholds, conditions, and exceptions):		
a A current or former officer, director, trustee, key employee, creator or founder, or substantial contributor? <i>If "Yes," complete Schedule L, Part IV.</i>		X
b A family member of any individual described in line 28a? <i>If "Yes," complete Schedule L, Part IV.</i>		X
c A 35% controlled entity of one or more individuals and/or organizations described in line 28a or 28b? <i>If "Yes," complete Schedule L, Part IV.</i>		X
29 Did the organization receive more than \$25,000 in non-cash contributions? <i>If "Yes," complete Schedule M.</i>		X
30 Did the organization receive contributions of art, historical treasures, or other similar assets, or qualified conservation contributions? <i>If "Yes," complete Schedule M.</i>		X
31 Did the organization liquidate, terminate, or dissolve and cease operations? <i>If "Yes," complete Schedule N, Part I.</i>		X
32 Did the organization sell, exchange, dispose of, or transfer more than 25% of its net assets? <i>If "Yes," complete Schedule N, Part II.</i>		X
33 Did the organization own 100% of an entity disregarded as separate from the organization under Regulations sections 301.7701-2 and 301.7701-3? <i>If "Yes," complete Schedule R, Part I.</i>		X
34 Was the organization related to any tax-exempt or taxable entity? <i>If "Yes," complete Schedule R, Part II, III, or IV, and Part V, line 1.</i>		X
35a Did the organization have a controlled entity within the meaning of section 512(b)(13)?		X
b If "Yes" to line 35a, did the organization receive any payment from or engage in any transaction with a controlled entity within the meaning of section 512(b)(13)? <i>If "Yes," complete Schedule R, Part V, line 2.</i>		
36 Section 501(c)(3) organizations. Did the organization make any transfers to an exempt non-charitable related organization? <i>If "Yes," complete Schedule R, Part V, line 2.</i>		
37 Did the organization conduct more than 5% of its activities through an entity that is not a related organization and that is treated as a partnership for federal income tax purposes? <i>If "Yes," complete Schedule R, Part VI.</i>		X
38 Did the organization complete Schedule O and provide explanations on Schedule O for Part VI, lines 11b and 19? Note: All Form 990 filers are required to complete Schedule O.	X	

Part V Statements Regarding Other IRS Filings and Tax Compliance

Check if Schedule O contains a response or note to any line in this Part V

	Yes	No
1a Enter the number reported in box 3 of Form 1096. Enter -0- if not applicable.		
b Enter the number of Forms W-2G included on line 1a. Enter -0- if not applicable.		
c Did the organization comply with backup withholding rules for reportable payments to vendors and reportable gaming (gambling) winnings to prize winners?		

Part V Statements Regarding Other IRS Filings and Tax Compliance (continued)

		Yes	No
2a	Enter the number of employees reported on Form W-3, Transmittal of Wage and Tax Statements, filed for the calendar year ending with or within the year covered by this return.	2a	0
b	If at least one is reported on line 2a, did the organization file all required federal employment tax returns?	2b	
3a	Did the organization have unrelated business gross income of \$1,000 or more during the year?	3a	X
b	If "Yes," has it filed a Form 990-T for this year? If "No" to line 3b, provide an explanation on Schedule O.	3b	
4a	At any time during the calendar year, did the organization have an interest in, or a signature or other authority over, a financial account in a foreign country (such as a bank account, securities account, or other financial account)?	4a	X
b	If "Yes," enter the name of the foreign country See instructions for filing requirements for FinCEN Form 114, Report of Foreign Bank and Financial Accounts (FBAR).		
5a	Was the organization a party to a prohibited tax shelter transaction at any time during the tax year?	5a	X
b	Did any taxable party notify the organization that it was or is a party to a prohibited tax shelter transaction?	5b	X
c	If "Yes," to line 5a or 5b, did the organization file Form 8886-T?	5c	
6a	Does the organization have annual gross receipts that are normally greater than \$100,000, and did the organization solicit any contributions that were not tax deductible as charitable contributions?	6a	X
b	If "Yes," did the organization include with every solicitation an express statement that such contributions or gifts were not tax deductible?	6b	
7	Organizations that may receive deductible contributions under section 170(c).		
a	Did the organization receive a payment in excess of \$75 made partly as a contribution and partly for goods and services provided to the payor?	7a	
b	If "Yes," did the organization notify the donor of the value of the goods or services provided?	7b	
c	Did the organization sell, exchange, or otherwise dispose of tangible personal property for which it was required to file Form 8282?	7c	
d	If "Yes," indicate the number of Forms 8282 filed during the year.	7d	
e	Did the organization receive any funds, directly or indirectly, to pay premiums on a personal benefit contract?	7e	
f	Did the organization, during the year, pay premiums, directly or indirectly, on a personal benefit contract?	7f	
g	If the organization received a contribution of qualified intellectual property, did the organization file Form 8899 as required?	7g	
h	If the organization received a contribution of cars, boats, airplanes, or other vehicles, did the organization file a Form 1098-C?	7h	
8	Sponsoring organizations maintaining donor advised funds. Did a donor advised fund maintained by the sponsoring organization have excess business holdings at any time during the year?	8	
9	Sponsoring organizations maintaining donor advised funds.		
a	Did the sponsoring organization make any taxable distributions under section 4966?	9a	
b	Did the sponsoring organization make a distribution to a donor, donor advisor, or related person?	9b	
10	Section 501(c)(7) organizations. Enter:		
a	Initiation fees and capital contributions included on Part VIII, line 12.	10a	
b	Gross receipts, included on Form 990, Part VIII, line 12, for public use of club facilities.	10b	
11	Section 501(c)(12) organizations. Enter:		
a	Gross income from members or shareholders.	11a	
b	Gross income from other sources. (Do not net amounts due or paid to other sources against amounts due or received from them.)	11b	
12a	Section 4947(a)(1) non-exempt charitable trusts. Is the organization filing Form 990 in lieu of Form 1041?	12a	
b	If "Yes," enter the amount of tax-exempt interest received or accrued during the year.	12b	
13	Section 501(c)(29) qualified nonprofit health insurance issuers.		
a	Is the organization licensed to issue qualified health plans in more than one state?	13a	
Note: See the instructions for additional information the organization must report on Schedule O.			
b	Enter the amount of reserves the organization is required to maintain by the states in which the organization is licensed to issue qualified health plans.	13b	
c	Enter the amount of reserves on hand	13c	
14a	Did the organization receive any payments for indoor tanning services during the tax year?	14a	X
b	If "Yes," has it filed a Form 720 to report these payments? If "No," provide an explanation on Schedule O.	14b	
15	Is the organization subject to the section 4960 tax on payment(s) of more than \$1,000,000 in remuneration or excess parachute payment(s) during the year? If "Yes," see the instructions and file Form 4720, Schedule N.	15	X
16	Is the organization an educational institution subject to the section 4968 excise tax on net investment income? If "Yes," complete Form 4720, Schedule O.	16	X
17	Section 501(c)(21) organizations. Did the trust, or any disqualified or other person engage in any activities that would result in the imposition of an excise tax under section 4951, 4952, or 4953? If "Yes," complete Form 6069.	17	

Part VI Governance, Management, and Disclosure. For each "Yes" response to lines 2 through 7b below, and for a "No" response to line 8a, 8b, or 10b below, describe the circumstances, processes, or changes on Schedule O. See instructions.

Check if Schedule O contains a response or note to any line in this Part VI. [X]

Section A. Governing Body and Management

Table with 3 columns: Question, Yes, No. Rows include: 1a (7), 1b, 2 (X), 3 (X), 4, 5 (X), 6 (X), 7a (X), 7b (X), 8, 8a (X), 8b (X), 9 (X).

Section B. Policies (This Section B requests information about policies not required by the Internal Revenue Code.)

Table with 3 columns: Question, Yes, No. Rows include: 10a (X), 10b, 11a (X), 11b (SEE SCHEDULE O), 12a (X), 12b, 12c, 13 (X), 14 (X), 15, 15a (X), 15b (X), 16a (X), 16b.

Section C. Disclosure

- 17 List the states with which a copy of this Form 990 is required to be filed CA
18 Section 6104 requires an organization to make its Forms 1023 (1024 or 1024-A, if applicable), 990, and 990-T (section 501(c)(3)s only) available for public inspection. Indicate how you made these available. Check all that apply.
19 Describe on Schedule O whether (and if so, how) the organization made its governing documents, conflict of interest policy, and financial statements available to the public during the tax year. SEE SCHEDULE O
20 State the name, address, and telephone number of the person who possesses the organization's books and records. KENN LEE 1500 WARBURTON AVENUE SANTA CLARA CA 95050-3713 (408) 615-2345

Part VII Compensation of Officers, Directors, Trustees, Key Employees, Highest Compensated Employees, and Independent Contractors

Check if Schedule O contains a response or note to any line in this Part VII:

Section A. Officers, Directors, Trustees, Key Employees, and Highest Compensated Employees

1a Complete this table for all persons required to be listed. Report compensation for the calendar year ending with or within the organization's tax year.

- List all of the organization's **current** officers, directors, trustees (whether individuals or organizations), regardless of amount of compensation. Enter -0- in columns (D), (E), and (F) if no compensation was paid.
 - List all of the organization's **current** key employees, if any. See the instructions for definition of "key employee."
 - List the organization's five **current** highest compensated employees (other than an officer, director, trustee, or key employee) who received reportable compensation (box 5 of Form W-2, box 6 of Form 1099-MISC, and/or box 1 of Form 1099-NEC) of more than \$100,000 from the organization and any related organizations.
 - List all of the organization's **former** officers, key employees, and highest compensated employees who received more than \$100,000 of reportable compensation from the organization and any related organizations.
 - List all of the organization's **former directors or trustees** that received, in the capacity as a former director or trustee of the organization, more than \$10,000 of reportable compensation from the organization and any related organizations.
- See the instructions for the order in which to list the persons above.

Check this box if neither the organization nor any related organization compensated any current officer, director, or trustee.

(A) Name and title	(B) Average hours per week (list any hours for related organizations below dotted line)	(C) Position (do not check more than one box, unless person is both an officer and a director/trustee)				(D) Reportable compensation from the organization (W-2/1099-MISC/1099-NEC)	(E) Reportable compensation from related organizations (W-2/1099-MISC/1099-NEC)	(F) Estimated amount of other compensation from the organization and related organizations
		Officer	Key employee	Highest compensated employee	Former			
(1) KATHLEEN WATANABE BOARD MEMBER	0.5 0				X	0.	0.	0.
(2) KEVIN PARK BOARD MEMBER	0.5 0				X	0.	0.	0.
(3) RAJ CHAHAL BOARD MEMBER	0.5 0				X	0.	0.	0.
(4) KAREN HARDY BOARD MEMBER	0.5 0				X	0.	0.	0.
(5) ANTHONY J. BECKER BOARD MEMBER	0.5 0				X	0.	0.	0.
(6) SUDHANSHU JAIN VICE PRESIDENT	0.5 0			X	X	0.	0.	0.
(7) LISA M. GILLMOR PRESIDENT	0.5 0			X	X	0.	0.	0.
(8) JOVAN GROGAN EXECUTIVE DIR.	0.1 0			X	X	0.	0.	0.
(9) KENN LEE DIR. OF FINANCE	0.1 0			X	X	0.	0.	0.
(10) NORA PIMENTAL SECRETARY	0.1 0			X	X	0.	0.	0.
(11) -----	-----							
(12) -----	-----							
(13) -----	-----							
(14) -----	-----							

Part VII Section A. Officers, Directors, Trustees, Key Employees, and Highest Compensated Employees (continued)

(A) Name and title	(B) Average hours per week (list any hours for related organizations below dotted line)	(C) Position (do not check more than one box, unless person is both an officer and a director/trustee)				(D) Reportable compensation from the organization (W-2/1099-MISC/1099-NEC)	(E) Reportable compensation from related organizations (W-2/1099-MISC/1099-NEC)	(F) Estimated amount of other compensation from the organization and related organizations
		Individual trustee or director	Institutional trustee	Officer	Key employee Highest compensated employee Former			
(15) -----	-----							
(16) -----	-----							
(17) -----	-----							
(18) -----	-----							
(19) -----	-----							
(20) -----	-----							
(21) -----	-----							
(22) -----	-----							
(23) -----	-----							
(24) -----	-----							
(25) -----	-----							

1b Subtotal 0. 0. 0. 0.

c Total from continuation sheets to Part VII, Section A 0. 0. 0. 0.

d Total (add lines 1b and 1c) 0. 0. 0. 0.

2 Total number of individuals (including but not limited to those listed above) who received more than \$100,000 of reportable compensation from the organization **0**

	Yes	No
3 Did the organization list any former officer, director, trustee, key employee, or highest compensated employee on line 1a? <i>If "Yes," complete Schedule J for such individual.</i>	3	X
4 For any individual listed on line 1a, is the sum of reportable compensation and other compensation from the organization and related organizations greater than \$150,000? <i>If "Yes," complete Schedule J for such individual.</i>	4	X
5 Did any person listed on line 1a receive or accrue compensation from any unrelated organization or individual for services rendered to the organization? <i>If "Yes," complete Schedule J for such person.</i>	5	X

Section B. Independent Contractors

1 Complete this table for your five highest compensated independent contractors that received more than \$100,000 of compensation from the organization. Report compensation for the calendar year ending with or within the organization's tax year.

(A) Name and business address	(B) Description of services	(C) Compensation
2 Total number of independent contractors (including but not limited to those listed above) who received more than \$100,000 of compensation from the organization 0		

Part VIII Statement of Revenue

Check if Schedule O contains a response or note to any line in this Part VIII.

		(A)	(B)	(C)	(D)
		Total revenue	Related or exempt function revenue	Unrelated business revenue	Revenue excluded from tax under sections 512-514
Contributions, Gifts, Grants, and Other Similar Amounts					
1a	Federated campaigns				
b	Membership dues				
c	Fundraising events				
d	Related organizations				
e	Government grants (contributions)				
f	All other contributions, gifts, grants, and similar amounts not included above				
g	Noncash contributions included in lines 1a-1f				
h	Total. Add lines 1a-1f				
Program Service Revenue					
2a	<u>LEASE REVENUE</u>	1,402,275.	1,402,275.		
b					
c					
d					
e					
f	All other program service revenue				
g	Total. Add lines 2a-2f	1,402,275.			
3	Investment income (including dividends, interest, and other similar amounts)	23,843.	23,843.		
4	Income from investment of tax-exempt bond proceeds				
5	Royalties				
6a	Gross rents				
b	Less: rental expenses				
c	Rental income or (loss)				
d	Net rental income or (loss)				
7a	Gross amount from sales of assets other than inventory				
b	Less: cost or other basis and sales expenses				
c	Gain or (loss)				
d	Net gain or (loss)				
8a	Gross income from fundraising events (not including \$ of contributions reported on line 1c). See Part IV, line 18.				
b	Less: direct expenses				
c	Net income or (loss) from fundraising events				
9a	Gross income from gaming activities. See Part IV, line 19.				
b	Less: direct expenses				
c	Net income or (loss) from gaming activities				
10a	Gross sales of inventory, less: returns and allowances				
b	Less: cost of goods sold				
c	Net income or (loss) from sales of inventory				
Miscellaneous Revenue					
11a					
b					
c					
d	All other revenue				
e	Total. Add lines 11a-11d				
12	Total revenue. See instructions	1,426,118.	1,426,118.	0.	0.

Part IX Statement of Functional Expenses

Section 501(c)(3) and 501(c)(4) organizations must complete all columns. All other organizations must complete column (A).

Check if Schedule O contains a response or note to any line in this Part IX.

Do not include amounts reported on lines 6b, 7b, 8b, 9b, and 10b of Part VIII.	(A) Total expenses	(B) Program service expenses	(C) Management and general expenses	(D) Fundraising expenses
1 Grants and other assistance to domestic organizations and domestic governments. See Part IV, line 21				
2 Grants and other assistance to domestic individuals. See Part IV, line 22				
3 Grants and other assistance to foreign organizations, foreign governments, and foreign individuals. See Part IV, lines 15 and 16				
4 Benefits paid to or for members				
5 Compensation of current officers, directors, trustees, and key employees	0.	0.	0.	0.
6 Compensation not included above to disqualified persons (as defined under section 4958(f)(1)) and persons described in section 4958(c)(3)(B)	0.	0.	0.	0.
7 Other salaries and wages				
8 Pension plan accruals and contributions (include section 401(k) and 403(b) employer contributions)				
9 Other employee benefits				
10 Payroll taxes				
11 Fees for services (nonemployees):				
a Management				
b Legal				
c Accounting				
d Lobbying				
e Professional fundraising services. See Part IV, line 17				
f Investment management fees				
g Other. (If line 11g amount exceeds 10% of line 25, column (A), amount, list line 11g expenses on Schedule O.)				
12 Advertising and promotion				
13 Office expenses				
14 Information technology				
15 Royalties				
16 Occupancy				
17 Travel				
18 Payments of travel or entertainment expenses for any federal, state, or local public officials				
19 Conferences, conventions, and meetings				
20 Interest	420,275.	420,275.		
21 Payments to affiliates				
22 Depreciation, depletion, and amortization				
23 Insurance				
24 Other expenses. Itemize expenses not covered above. (List miscellaneous expenses on line 24e. If line 24e amount exceeds 10% of line 25, column (A), amount, list line 24e expenses on Schedule O.)				
a <u>PRINCIPAL DEBT PAYMENTS</u>	980,000.	980,000.		
b <u>BOND COST EXPENSE</u>	2,960.	2,960.		
c -----				
d -----				
e All other expenses				
25 Total functional expenses. Add lines 1 through 24e.	1,403,235.	1,403,235.	0.	0.
26 Joint costs. Complete this line only if the organization reported in column (B) joint costs from a combined educational campaign and fundraising solicitation. Check here <input type="checkbox"/> if following SOP 98-2 (ASC 958-720).				

Part X Balance Sheet

Check if Schedule O contains a response or note to any line in this Part X.

	Beginning of year (A)	End of year (B)
1 Cash — non-interest-bearing.....	1	
2 Savings and temporary cash investments.....	722,541.	745,424.
3 Pledges and grants receivable, net.....	3	
4 Accounts receivable, net.....	4	
5 Loans and other receivables from any current or former officer, director, trustee, key employee, creator or founder, substantial contributor, or 35% controlled entity or family member of any of these persons.....	5	
6 Loans and other receivables from other disqualified persons (as defined under section 4958(f)(1)), and persons described in section 4958(c)(3)(B).....	6	
7 Notes and loans receivable, net.....	7	
8 Inventories for sale or use.....	8	
9 Prepaid expenses and deferred charges.....	9	
10a Land, buildings, and equipment: cost or other basis. Complete Part VI of Schedule D.....	10a	
b Less: accumulated depreciation.....	10b	
11 Investments — publicly traded securities.....	11	
12 Investments — other securities. See Part IV, line 11.....	12	
13 Investments — program-related. See Part IV, line 11.....	13	
14 Intangible assets.....	14	
15 Other assets. See Part IV, line 11.....	15	10,560,097.
16 Total assets. Add lines 1 through 15 (must equal line 33).....	16	11,305,521.
17 Accounts payable and accrued expenses.....	17	
18 Grants payable.....	18	
19 Deferred revenue.....	19	
20 Tax-exempt bond liabilities.....	20	10,560,097.
21 Escrow or custodial account liability. Complete Part IV of Schedule D.....	21	
22 Loans and other payables to any current or former officer, director, trustee, key employee, creator or founder, substantial contributor, or 35% controlled entity or family member of any of these persons.....	22	
23 Secured mortgages and notes payable to unrelated third parties.....	23	
24 Unsecured notes and loans payable to unrelated third parties.....	24	
25 Other liabilities (including federal income tax, payables to related third parties, and other liabilities not included on lines 17-24). Complete Part X of Schedule D.....	25	
26 Total liabilities. Add lines 17 through 25.....	26	10,560,097.

Liabilities			
Organizations that follow FASB ASC 958, check here <input type="checkbox"/>			
and complete lines 27, 28, 32, and 33.			
27 Net assets without donor restrictions.....	27		
28 Net assets with donor restrictions.....	28		
Organizations that do not follow FASB ASC 958, check here <input checked="" type="checkbox"/>			
and complete lines 29 through 33.			
29 Capital stock or trust principal, or current funds.....	29	745,424.	
30 Paid-in or capital surplus, or land, building, or equipment fund.....	30		
31 Retained earnings, endowment, accumulated income, or other funds.....	31		
32 Total net assets or fund balances.....	32	745,424.	
33 Total liabilities and net assets/fund balances.....	33	11,305,521.	

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Form 990 (2022)

Part XI Reconciliation of Net Assets

Check if Schedule O contains a response or note to any line in this Part XI.

1	Total revenue (must equal Part VIII, column (A), line 12)	1	1,426,118.
2	Total expenses (must equal Part IX, column (A), line 25)	2	1,403,235.
3	Revenue less expenses. Subtract line 2 from line 1	3	22,883.
4	Net assets or fund balances at beginning of year (must equal Part X, line 32, column (A))	4	722,541.
5	Net unrealized gains (losses) on investments	5	
6	Donated services and use of facilities	6	
7	Investment expenses	7	
8	Prior period adjustments	8	
9	Other changes in net assets or fund balances (explain on Schedule O)	9	0.
10	Net assets or fund balances at end of year. Combine lines 3 through 9 (must equal Part X, line 32, column (B))	10	745,424.

Part XII Financial Statements and Reporting

Check if Schedule O contains a response or note to any line in this Part XII.

		Yes	No
1	Accounting method used to prepare the Form 990: <input type="checkbox"/> Cash <input checked="" type="checkbox"/> Accrual <input type="checkbox"/> Other _____ If the organization changed its method of accounting from a prior year or checked "Other," explain on Schedule O.		
2a	Were the organization's financial statements compiled or reviewed by an independent accountant? If "Yes," check a box below to indicate whether the financial statements for the year were compiled or reviewed on a separate basis, consolidated basis, or both: <input type="checkbox"/> Separate basis <input type="checkbox"/> Consolidated basis <input type="checkbox"/> Both consolidated and separate basis		X
2b	Were the organization's financial statements audited by an independent accountant? If "Yes," check a box below to indicate whether the financial statements for the year were audited on a separate basis, consolidated basis, or both: <input type="checkbox"/> Separate basis <input checked="" type="checkbox"/> Consolidated basis <input type="checkbox"/> Both consolidated and separate basis	X	
2c	If "Yes" to line 2a or 2b, does the organization have a committee that assumes responsibility for oversight of the audit, review, or compilation of its financial statements and selection of an independent accountant? If the organization changed either its oversight process or selection process during the tax year, explain on Schedule O.		X
3a	As a result of a federal award, was the organization required to undergo an audit or audits as set forth in the Uniform Guidance, 2 C.F.R Part 200, Subpart F?		X
3b	If "Yes," did the organization undergo the required audit or audits? If the organization did not undergo the required audit or audits, explain why on Schedule O and describe any steps taken to undergo such audits		

**SCHEDULE D
(Form 990)**

Department of the Treasury
Internal Revenue Service

Supplemental Financial Statements
 Complete if the organization answered "Yes" on Form 990,
 Part IV, line 6, 7, 8, 9, 10, 11a, 11b, 11c, 11d, 11e, 11f, 12a, or 12b.
 Attach to Form 990.
 Go to www.irs.gov/Form990 for instructions and the latest information.

OMB No. 1545-0047

2022

**Open to Public
Inspection**

Name of the organization

CITY OF SANTA CLARA PUBLIC FACILITIES
FINANCING CORPORATION

Employer identification number

31-1611044

Part I Organizations Maintaining Donor Advised Funds or Other Similar Funds or Accounts.

Complete if the organization answered "Yes" on Form 990, Part IV, line 6.

	(a) Donor advised funds	(b) Funds and other accounts
1 Total number at end of year		
2 Aggregate value of contributions to (during year)		
3 Aggregate value of grants from (during year)		
4 Aggregate value at end of year		
5 Did the organization inform all donors and donor advisors in writing that the assets held in donor advised funds are the organization's property, subject to the organization's exclusive legal control? <input type="checkbox"/> Yes <input type="checkbox"/> No		
6 Did the organization inform all grantees, donors, and donor advisors in writing that grant funds can be used only for charitable purposes and not for the benefit of the donor or donor advisor, or for any other purpose conferring impermissible private benefit? <input type="checkbox"/> Yes <input type="checkbox"/> No		

Part II Conservation Easements.

Complete if the organization answered "Yes" on Form 990, Part IV, line 7.

1 Purpose(s) of conservation easements held by the organization (check all that apply).

<input type="checkbox"/> Preservation of land for public use (for example, recreation or education)	<input type="checkbox"/> Preservation of a historically important land area
<input type="checkbox"/> Protection of natural habitat	<input type="checkbox"/> Preservation of a certified historic structure
<input type="checkbox"/> Preservation of open space	

2 Complete lines 2a through 2d if the organization held a qualified conservation contribution in the form of a conservation easement on the last day of the tax year.

	Held at the End of the Tax Year
a Total number of conservation easements	2 a
b Total acreage restricted by conservation easements	2 b
c Number of conservation easements on a certified historic structure included in (a)	2 c
d Number of conservation easements included in (c) acquired after July 25, 2006 and not on a historic structure listed in the National Register	2 d

3 Number of conservation easements modified, transferred, released, extinguished, or terminated by the organization during the tax year _____

4 Number of states where property subject to conservation easement is located _____

5 Does the organization have a written policy regarding the periodic monitoring, inspection, handling of violations, and enforcement of the conservation easements it holds? Yes No

6 Staff and volunteer hours devoted to monitoring, inspecting, handling of violations, and enforcing conservation easements during the year _____

7 Amount of expenses incurred in monitoring, inspecting, handling of violations, and enforcing conservation easements during the year _____

8 Does each conservation easement reported on line 2(d) above satisfy the requirements of section 170(h)(4)(B)(i) and section 170(h)(4)(B)(ii)? Yes No

9 In Part XIII, describe how the organization reports conservation easements in its revenue and expense statement and balance sheet, and include, if applicable, the text of the footnote to the organization's financial statements that describes the organization's accounting for conservation easements.

Part III Organizations Maintaining Collections of Art, Historical Treasures, or Other Similar Assets.

Complete if the organization answered "Yes" on Form 990, Part IV, line 8.

1 a If the organization elected, as permitted under FASB ASC 958, not to report in its revenue statement and balance sheet works of art, historical treasures, or other similar assets held for public exhibition, education, or research in furtherance of public service, provide in Part XIII the text of the footnote to its financial statements that describes these items.

b If the organization elected, as permitted under FASB ASC 958, to report in its revenue statement and balance sheet works of art, historical treasures, or other similar assets held for public exhibition, education, or research in furtherance of public service, provide the following amounts relating to these items:

(i) Revenue included on Form 990, Part VIII, line 1. \$ _____

(ii) Assets included in Form 990, Part X. \$ _____

2 If the organization received or held works of art, historical treasures, or other similar assets for financial gain, provide the following amounts required to be reported under FASB ASC 958 relating to these items:

a Revenue included on Form 990, Part VIII, line 1. \$ _____

b Assets included in Form 990, Part X. \$ _____

Part III Organizations Maintaining Collections of Art, Historical Treasures, or Other Similar Assets (continued)

- 3 Using the organization's acquisition, accession, and other records, check any of the following that make significant use of its collection items (check all that apply):
- a Public exhibition
 - b Scholarly research
 - c Preservation for future generations
 - d Loan or exchange program
 - e Other _____
- 4 Provide a description of the organization's collections and explain how they further the organization's exempt purpose in Part XIII.
- 5 During the year, did the organization solicit or receive donations of art, historical treasures, or other similar assets to be sold to raise funds rather than to be maintained as part of the organization's collection? Yes No

Part IV Escrow and Custodial Arrangements. Complete if the organization answered "Yes" on Form 990, Part IV, line 9, or reported an amount on Form 990, Part X, line 21.

- 1 a Is the organization an agent, trustee, custodian or other intermediary for contributions or other assets not included on Form 990, Part X? Yes No
- b If "Yes," explain the arrangement in Part XIII and complete the following table:
- | | Amount |
|---------------------------------|--------|
| c Beginning balance | 1 c |
| d Additions during the year | 1 d |
| e Distributions during the year | 1 e |
| f Ending balance | 1 f |
- 2 a Did the organization include an amount on Form 990, Part X, line 21, for escrow or custodial account liability? Yes No
- b If "Yes," explain the arrangement in Part XIII. Check here if the explanation has been provided on Part XIII

Part V Endowment Funds. Complete if the organization answered "Yes" on Form 990, Part IV, line 10.

	(a) Current year	(b) Prior year	(c) Two years back	(d) Three years back	(e) Four years back
1 a Beginning of year balance					
b Contributions					
c Net investment earnings, gains, and losses					
d Grants or scholarships					
e Other expenditures for facilities and programs					
f Administrative expenses					
g End of year balance					

- 2 Provide the estimated percentage of the current year end balance (line 1g, column (a)) held as:
- a Board designated or quasi-endowment _____ %
 - b Permanent endowment _____ %
 - c Term endowment _____ %
- The percentages on lines 2a, 2b, and 2c should equal 100%.
- 3 a Are there endowment funds not in the possession of the organization that are held and administered for the organization by:
- | | Yes | No |
|-----------------------------|--------|----|
| (i) Unrelated organizations | 3a(i) | |
| (ii) Related organizations | 3a(ii) | |
- b If "Yes" on line 3a(ii), are the related organizations listed as required on Schedule R? **3b**

Part VI Land, Buildings, and Equipment. Complete if the organization answered "Yes" on Form 990, Part IV, line 11a. See Form 990, Part X, line 10.

Description of property	(a) Cost or other basis (investment)	(b) Cost or other basis (other)	(c) Accumulated depreciation	(d) Book value
1 a Land				
b Buildings				
c Leasehold improvements				
d Equipment				
e Other				

Total. Add lines 1a through 1e. (Column (d) must equal Form 990, Part X, column (B), line 10c.) 0.

Part VII Investments – Other Securities. N/A
 Complete if the organization answered "Yes" on Form 990, Part IV, line 11b. See Form 990, Part X, line 12.

(a) Description of security or category (including name of security)	(b) Book value	(c) Method of valuation: Cost or end-of-year market value
(1) Financial derivatives		
(2) Closely held equity interests		
(3) Other		
(A) -----		
(B) -----		
(C) -----		
(D) -----		
(E) -----		
(F) -----		
(G) -----		
(H) -----		
(I) -----		
Total. (Column (b) must equal Form 990, Part X, column (B) line 12.)		

Part VIII Investments – Program Related. N/A
 Complete if the organization answered "Yes" on Form 990, Part IV, line 11c. See Form 990, Part X, line 13.

(a) Description of investment	(b) Book value	(c) Method of valuation: Cost or end-of-year market value
(1)		
(2)		
(3)		
(4)		
(5)		
(6)		
(7)		
(8)		
(9)		
(10)		
Total. (Column (b) must equal Form 990, Part X, column (B) line 13.)		

Part IX Other Assets.
 Complete if the organization answered "Yes" on Form 990, Part IV, line 11d. See Form 990, Part X, line 15.

(a) Description	(b) Book value
(1) NET INVESTMENT IN LEASE	10,560,097.
(2)	
(3)	
(4)	
(5)	
(6)	
(7)	
(8)	
(9)	
(10)	
Total. (Column (b) must equal Form 990, Part X, column (B) line 15.)	10,560,097.

Part X Other Liabilities.
 Complete if the organization answered "Yes" on Form 990, Part IV, line 11e or 11f. See Form 990, Part X, line 25.

1. (a) Description of liability	(b) Book value
(1) Federal income taxes	
(2)	
(3)	
(4)	
(5)	
(6)	
(7)	
(8)	
(9)	
(10)	
(11)	
Total. (Column (b) must equal Form 990, Part X, column (B) line 25.)	

2. Liability for uncertain tax positions. In Part XIII, provide the text of the footnote to the organization's financial statements that reports the organization's liability for uncertain tax positions under FASB ASC 740. Check here if the text of the footnote has been provided in Part XIII.

Part XI Reconciliation of Revenue per Audited Financial Statements With Revenue per Return. N/A

Complete if the organization answered "Yes" on Form 990, Part IV, line 12a.

1	Total revenue, gains, and other support per audited financial statements		1	
2	Amounts included on line 1 but not on Form 990, Part VIII, line 12:			
	a Net unrealized gains (losses) on investments	2 a		
	b Donated services and use of facilities	2 b		
	c Recoveries of prior year grants	2 c		
	d Other (Describe in Part XIII.)	2 d		
	e Add lines 2 a through 2 d		2 e	
3	Subtract line 2 e from line 1		3	
4	Amounts included on Form 990, Part VIII, line 12, but not on line 1:			
	a Investment expenses not included on Form 990, Part VIII, line 7b	4 a		
	b Other (Describe in Part XIII.)	4 b		
	c Add lines 4 a and 4 b		4 c	
5	Total revenue. Add lines 3 and 4 c . (This must equal Form 990, Part I, line 12.)		5	

Part XII Reconciliation of Expenses per Audited Financial Statements With Expenses per Return. N/A

Complete if the organization answered "Yes" on Form 990, Part IV, line 12a.

1	Total expenses and losses per audited financial statements		1	
2	Amounts included on line 1 but not on Form 990, Part IX, line 25:			
	a Donated services and use of facilities	2 a		
	b Prior year adjustments	2 b		
	c Other losses	2 c		
	d Other (Describe in Part XIII.)	2 d		
	e Add lines 2 a through 2 d		2 e	
3	Subtract line 2 e from line 1		3	
4	Amounts included on Form 990, Part IX, line 25, but not on line 1:			
	a Investment expenses not included on Form 990, Part VIII, line 7b	4 a		
	b Other (Describe in Part XIII.)	4 b		
	c Add lines 4 a and 4 b		4 c	
5	Total expenses. Add lines 3 and 4 c . (This must equal Form 990, Part I, line 18.)		5	

Part XIII Supplemental Information.

Provide the descriptions required for Part II, lines 3, 5, and 9; Part III, lines 1a and 4; Part IV, lines 1b and 2b; Part V, line 4; Part X, line 2; Part XI, lines 2d and 4b; and Part XII, lines 2d and 4b. Also complete this part to provide any additional information.

**SCHEDULE K
(Form 990)**

Department of the Treasury
Internal Revenue Service

Supplemental Information on Tax-Exempt Bonds

Complete if the organization answered "Yes" on Form 990, Part IV, line 24a. Provide descriptions, explanations, and any additional information in Part VI.
Attach to Form 990.

Go to www.irs.gov/Form990 for instructions and the latest information.

OMB No. 1545-0047

2022

**Open to Public
Inspection**

Name of the organization CITY OF SANTA CLARA PUBLIC FACILITIES FINANCING CORPORATION	Employer identification number 31-1611044
--	---

Part I Bond Issues											
(a) Issuer name	(b) Issuer EIN	(c) CUSIP #	(d) Date issued	(e) Issue price	(f) Description of purpose	(g) Defeased		(h) On behalf of issuer		(i) Pooled financing	
						Yes	No	Yes	No	Yes	No
A CITY OF SANTA CLARA	94-6000426	801400EK4	3/28/2013	19,571,640.	CENTRAL PARK LIBRARY REFUNDING		X		X		
B											
C											
D											

Part II Proceeds									
	A		B		C		D		
	Yes	No	Yes	No	Yes	No	Yes	No	
1 Amount of bonds retired									
2 Amount of bonds legally defeased									
3 Total proceeds of issue	19,571,640.								
4 Gross proceeds in reserve funds	703,637.								
5 Capitalized interest from proceeds									
6 Proceeds in refunding escrows	18,437,270.								
7 Issuance costs from proceeds	430,733.								
8 Credit enhancement from proceeds									
9 Working capital expenditures from proceeds									
10 Capital expenditures from proceeds									
11 Other spent proceeds									
12 Other unspent proceeds									
13 Year of substantial completion									
14 Were the bonds issued as part of a refunding issue of tax-exempt bonds (or, if issued prior to 2018, a current refunding issue)?	X								
15 Were the bonds issued as part of a refunding issue of taxable bonds (or, if issued prior to 2018, an advance refunding issue)?		X							
16 Has the final allocation of proceeds been made?	X								
17 Does the organization maintain adequate books and records to support the final allocation of proceeds?	X								

Part III Private Business Use

	A		B		C		D	
	Yes	No	Yes	No	Yes	No	Yes	No
1 Was the organization a partner in a partnership, or a member of an LLC, which owned property financed by tax-exempt bonds?								
2 Are there any lease arrangements that may result in private business use of bond-financed property?								
3a Are there any management or service contracts that may result in private business use of bond-financed property?								
b If "Yes" to line 3a, does the organization routinely engage bond counsel or other outside counsel to review any management or service contracts relating to the financed property?								
c Are there any research agreements that may result in private business use of bond-financed property?								
d If "Yes" to line 3c, does the organization routinely engage bond counsel or other outside counsel to review any research agreements relating to the financed property?								
4 Enter the percentage of financed property used in a private business use by entities other than a section 501(c)(3) organization or a state or local government		%		%		%		%
5 Enter the percentage of financed property used in a private business use as a result of unrelated trade or business activity carried on by your organization, another section 501(c)(3) organization, or a state or local government		%		%		%		%
6 Total of lines 4 and 5		%		%		%		%
7 Does the bond issue meet the private security or payment test?								
8a Has there been a sale or disposition of any of the bond-financed property to a nongovernmental person other than a 501(c)(3) organization since the bonds were issued?								
b If "Yes" to line 8a, enter the percentage of bond-financed property sold or disposed of		%		%		%		%
c If "Yes" to line 8a, was any remedial action taken pursuant to Regulations sections 1.141-12 and 1.145-2?								
9 Has the organization established written procedures to ensure that all nonqualified bonds of the issue are remediated in accordance with the requirements under Regulations sections 1.141-12 and 1.145-2?								

Part IV Arbitrage

	A		B		C		D	
	Yes	No	Yes	No	Yes	No	Yes	No
1 Has the issuer filed Form 8038-T, Arbitrage Rebate, Yield Reduction and Penalty in Lieu of Arbitrage Rebate?		X						
2 If "No" to line 1, did the following apply?								
a Rebate not due yet?	X							
b Exception to rebate?		X						
c No rebate due?		X						
If "Yes" to line 2c, provide in Part VI the date the rebate computation was performed								
3 Is the bond issue a variable rate issue?		X						

Part IV Arbitrage (continued)

	A		B		C		D	
	Yes	No	Yes	No	Yes	No	Yes	No
4 a Has the organization or the governmental issuer entered into a qualified hedge with respect to the bond issue?		X						
b Name of provider								
c Term of hedge								
d Was the hedge superintegrated?								
e Was the hedge terminated?								
5 a Were gross proceeds invested in a guaranteed investment contract (GIC)?		X						
b Name of provider								
c Term of GIC								
d Was the regulatory safe harbor for establishing the fair market value of the GIC satisfied?								
6 Were any gross proceeds invested beyond an available temporary period?		X						
7 Has the organization established written procedures to monitor the requirements of section 148?	X							

Part V Procedures To Undertake Corrective Action

Has the organization established written procedures to ensure that violations of federal tax requirements are timely identified and corrected through the voluntary closing agreement program if self-remediation isn't available under applicable regulations?	A		B		C		D	
	Yes	No	Yes	No	Yes	No	Yes	No
	X							

Part VI Supplemental Information. Provide additional information for responses to questions on Schedule K. See instructions.

**SCHEDULE O
(Form 990)**

Supplemental Information to Form 990 or 990-EZ

OMB No. 1545-0047

Complete to provide information for responses to specific questions on
Form 990 or 990-EZ or to provide any additional information.
Attach to Form 990 or Form 990-EZ.

2022

Department of the Treasury
Internal Revenue Service

Go to www.irs.gov/Form990 for the latest information.

**Open to Public
Inspection**

Name of the organization
CITY OF SANTA CLARA PUBLIC FACILITIES
FINANCING CORPORATION

Employer identification number
31-1611044

FORM 990, PART III, LINE 1 - ORGANIZATION MISSION

TO RENDER FINANCIAL ASSISTANCE TO THE CITY OF SANTA CLARA BY FINANCING, REFINANCING, ACQUIRING, CONSTRUCTING, IMPROVING, LEASING AND SELLING OF BUILDINGS, BUILDING IMPROVEMENTS, EQUIPMENT, AND OTHER PUBLIC IMPROVEMENTS, LANDS, AND ANY OTHER REAL OR PERSONAL PROPERTY FOR THE BENEFIT OF RESIDENTS OF THE CITY OF SANTA CLARA CALIFORNIA.

FORM 990, PART VI, LINE 11B - FORM 990 REVIEW PROCESS

THE CITY OF SANTA CLARA PUBLIC FACILITIES FINANCING CORPORATION HAS ITS FORM 990 PREPARED BY AN OUTSIDE TAX PREPARER BASED ON INFORMATION PROVIDED BY THE CITY. THE FOLLOWING PROCESS OCCURS PRIOR TO THE FORM 990 FILING:

WHEN THE FORM 990 IS PREPARED, IT IS REVIEWED BY MANAGEMENT AND IS PRESENTED TO MEMBERS OF THE GOVERNING BODY PRIOR TO ITS SUBMISSION. THE GOVERNING BODY IS PROVIDED WITH AT LEAST 3 DAYS TO REVIEW THE PREPARED FORM 990 AND PROVIDE THEIR COMMENTS TO MANAGEMENT. THE FORM 990 IS THEN PRESENTED FOR ACCEPTANCE AT A SPECIAL CITY OF SANTA CLARA PUBLIC FACILITIES FINANCING CORPORATION BOARD MEETING.

FORM 990, PART VI, LINE 19 - OTHER ORGANIZATION DOCUMENTS PUBLICLY AVAILABLE

ALL FORMAL DOCUMENTS ARE MADE AVAILABLE TO THE PUBLIC ON REQUEST.

California Exempt Organization Annual Information Return

Calendar Year 2022 or fiscal year beginning (mm/dd/yyyy) 7/01/2022, and ending (mm/dd/yyyy) 6/30/2023.

Corporation/Organization name CITY OF SANTA CLARA PUBLIC FACILITIES FINANCING CORPORATION
California corporation number 2011023
FEIN 31-1611044
Street address (suite or room) 1500 WARBURTON AVENUE
City SANTA CLARA State CA Zip code 95050-3713

A First return... B Amended return... C IRC Section 4947(a)(1) trust... D Final information return... E Check accounting method... F Federal return filed... G Is this a group filing?... H Is this organization in a group exemption... I Did the organization have any changes to its guidelines... J If exempt under R&TC Section 23701d... K Is the organization exempt under R&TC Section 23701g?... L Is the organization a limited liability company?... M Did the organization file Form 100 or Form 109... N Is the organization under audit... O Is federal Form 1023/1024 pending?

Part I Complete Part I unless not required to file this form. See General Information B and C.

Table with 3 columns: Description, Line Number, Amount. Rows include Receipts and Revenues (1-8), Expenses (9-10), and Filing Fee (11-16).

Table with 3 columns: Description, Line Number, Amount. Rows include Expenses (9-10), Filing Fee (11-16), and Balance due (16).

Sign Here: Under penalties of perjury, I declare that I have examined this return... Signature of officer: DIR. OF FINANCE, Date: 3/6/24, Telephone: (408) 615-2368.
Paid Preparer's Use Only: Preparer's signature: VIKKI C RODRIGUEZ, Firm's name: MAZE & ASSOCIATES, Address: 3478 BUSKIRK AVE STE 217, PLEASANT HILL, CA 94523, Telephone: (925) 228-2800.

May the FTB discuss this return with the preparer shown above? See instructions. [X] Yes [] No

CITY OF SANTA CLARA PUBLIC FACILITIES
Part II Organizations with gross receipts of more than \$50,000 and private foundations
 regardless of amount of gross receipts – complete Part II or furnish substitute information.

Receipts from Other Sources		1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	
1	Gross sales or receipts from all business activities. See instructions.																			
2	Interest																			
3	Dividends																			
4	Gross rents																			
5	Gross royalties																			
6	Gross amount received from sale of assets (See instructions)																			
7	Other income. Attach schedule																			
8	Total gross sales or receipts from other sources. Add line 1 through line 7. Enter here and on Side 1, Part I, line 1.																			
9	Contributions, gifts, grants, and similar amounts paid. Attach schedule																			
10	Disbursements to or for members																			
11	Compensation of officers, directors, and trustees. Attach schedule																			
12	Other salaries and wages																			
13	Interest																			
14	Taxes																			
15	Rents																			
16	Depreciation and depletion (See instructions)																			
17	Other expenses and disbursements. Attach schedule																			
18	Total expenses and disbursements. Add line 9 through line 17. Enter here and on Side 1, Part I, line 9.																			

		Beginning of taxable year	End of taxable year
		(a)	(b)
		(c)	(d)
Assets			
1	Cash		
2	Net accounts receivable		
3	Net notes receivable		
4	Inventories		
5	Federal and state government obligations		
6	Investments in other bonds		
7	Investments in stock		
8	Mortgage loans		
9	Other investments. Attach schedule		
10a	Depreciable assets:		
	b Less accumulated depreciation		
11	Land		
12	Other assets. Attach schedule		
13	Total assets		
Liabilities and net worth			
14	Accounts payable		
15	Contributions, gifts, or grants payable		
16	Bonds and notes payable		
17	Mortgages payable		
18	Other liabilities. Attach schedule		
19	Capital stock or principal fund		
20	Paid-in or capital surplus. Attach reconciliation		
21	Retained earnings or income fund		
22	Total liabilities and net worth		

		(a)	(b)	(c)	(d)
1	Net income per books				
2	Federal income tax				
3	Excess of capital losses over capital gains				
4	Income not recorded on books this year. Attach schedule				
5	Expenses recorded on books this year not deducted in this return. Attach schedule				
6	Total. Add line 1 through line 5				
7	Income recorded on books this year not included in this return. Attach schedule				
8	Deductions in this return not charged against book income this year.				
9	Total. Add line 7 and line 8				
10	Net income per return. Subtract line 9 from line 6				

Schedule M-1 Reconciliation of income per books with income per return
 Do not complete this schedule if the amount on Schedule L, line 13, column (d), is less than \$50,000.

STATEMENT 1
FORM 199, PART II, LINE 7
OTHER INCOME

PROGRAM SERVICE REVENUE.....	\$	1,402,275.
TOTAL	\$	<u>1,402,275.</u>

STATEMENT 2
FORM 199, PART II, LINE 11
COMPENSATION OF OFFICERS, DIRECTORS, TRUSTEES AND KEY EMPLOYEES

CURRENT OFFICERS:

NAME AND ADDRESS	TITLE AND AVERAGE HOURS PER WEEK DEVOTED	TOTAL COMPEN- SATION	CONTRI- BUTION TO EBP & DC	EXPENSE ACCOUNT/ OTHER
KATHLEEN WATANABE 1500 WARBURTON AVENUE SANTA CLARA, CA 95050-3713	BOARD MEMBER 0.50	\$ 0.	\$ 0.	\$ 0.
KEVIN PARK 1500 WARBURTON AVENUE SANTA CLARA, CA 95050-3713	BOARD MEMBER 0.50	0.	0.	0.
RAJ CHAHAL 1500 WARBURTON AVENUE SANTA CLARA, CA 95050-3713	BOARD MEMBER 0.50	0.	0.	0.
KAREN HARDY 1500 WARBURTON AVENUE SANTA CLARA, CA 95050-3713	BOARD MEMBER 0.50	0.	0.	0.
ANTHONY J. BECKER 1500 WARBURTON AVENUE SANTA CLARA, CA 95050-3713	BOARD MEMBER 0.50	0.	0.	0.
SUDHANSHU JAIN 1500 WARBURTON AVENUE SANTA CLARA, CA 95050-3713	VICE PRESIDENT 0.50	0.	0.	0.
LISA M. GILLMOR 1500 WARBURTON AVENUE SANTA CLARA, CA 95050-3713	PRESIDENT 0.50	0.	0.	0.
JOVAN GROGAN 1500 WARBURTON AVENUE SANTA CLARA, CA 95050-3713	EXECUTIVE DIR. 0.10	0.	0.	0.
KENN LEE 1500 WARBURTON AVENUE SANTA CLARA, CA 95050-3713	DIR. OF FINANCE 0.10	0.	0.	0.
NORA PIMENTAL 1500 WARBURTON AVENUE SANTA CLARA, CA 95050-3713	SECRETARY 0.10	0.	0.	0.
TOTAL		\$ 0.	\$ 0.	\$ 0.

STATEMENT 3
FORM 199, PART II, LINE 17
OTHER EXPENSES

BOND COST EXPENSE.....	\$	2,960.
PRINCIPAL DEBT PAYMENTS.....		980,000.
	TOTAL	<u>\$ 982,960.</u>

STATEMENT 4
FORM 199, SCHEDULE L, LINE 12
OTHER ASSETS

NET INVESTMENT IN LEASE.....		10,560,097.
	TOTAL	<u>\$ 10,560,097.</u>

STATEMENT 5
FORM 199, SCHEDULE L, LINE 16
BONDS AND NOTES PAYABLE

<u>TAX-EXEMPT BONDS</u>	<u>BALANCE DUE</u>
PURPOSE OF ISSUE: CENTRAL PARK LIBRARY REFUNDING	
ISSUE DATE: 3/28/2013	
ORIGINAL ISSUE AMOUNT: 19,571,640.	
TYPE OF FORM FILED: FORM 8038-G	
FORM 8038 FILING DATE: 3/28/2013	
OUTSTANDING ISSUE AMT:	10,560,097.
	TOTAL TAX-EXEMPT BONDS <u>\$ 10,560,097.</u>
	TOTAL NOTES AND BONDS PAYABLE <u>\$ 10,560,097.</u>



Agenda Report

24-282

Agenda Date: 4/23/2024

REPORT TO CITY COUNCIL

SUBJECT

Action to Accept a \$963,000 Award from FY 2024 Federal Appropriations Community Project Funding/Congressionally Directed Spending in Support of the Public Safety Communications Infrastructure Project and to Approve the Related Budget Amendments

COUNCIL PILLAR

Deliver and Enhance High Quality Efficient Services and Infrastructure

BACKGROUND

In early 2021, the House Appropriations Committee elected to bring back the former process of including member-requested projects as part of the appropriations process. The revised process, referred to as Community Project Funding/Congressionally Directed Spending (CPFCDs), included transparency provisions to prevent any perceived conflicts. Additionally, the House and Senate Appropriations Committees have limited requests to those made by public agencies or non-profit organizations. Since the process returned, the House and Senate Appropriations Committees have allowed members to submit project requests annually, but the process can be halted at any time that the Committees choose.

For every year of funding, the CPFCDs projects are solicited and selected by the members of Congress and sent to the Appropriations Committees for consideration. If selected by the Appropriations Committee, the individual scope and funding amount for each of the CPFCDs projects is then written into law via the corresponding appropriations bill(s).

Since 2021, the City has submitted funding requests annually to Congressman Ro Khanna, Senator Alex Padilla, and the late Senator Dianne Feinstein through their respective processes, with the assistance of the City's legislative consultant, Townsend Public Affairs (Townsend).

The City has had much success with securing funding for key priority projects through the CPFCDs process, including:

- \$2.725 million for the De La Cruz Blvd, Lick Mill Blvd, and Scott Blvd Bicycle Projects (FY 2022)
- \$3 million for the Anna Drive Neighborhood Flood Protection Project (FY 2023)
- \$500,000 for the Fire Station Microgrid Project (FY 2023)

In 2023, the City submitted three requests for consideration through the FY 2024 Federal Appropriations CPFCDs process: Public Safety Communications Infrastructure, Great America Parkway Congestion Relief and Multimodal Improvements, and Harrison Street and North Winchester Drive Storm Drain Flood Protection Project.

DISCUSSION

The City's Police and Fire Departments respond to the daily needs of the community, and routinely prepare to respond to critical incidents in the City, region, and throughout the State. In 2023, the Communications Center received 152,158 emergency and non-emergency calls for service resulting in 42,265 and 10,623 police and fire calls for service, respectively. Each call for service and subsequent communication related to the call is transmitted through a two-way radio. Many of the City's portable and mobile radios are nearing the end of their serviceable life and are in need of replacement.

The City is a member of a countywide organization dedicated to facilitating interoperable voice and data communications known as Silicon Valley Regional Interoperability Authority (SVRIA). This system operates on a P25 digital radio system that allows public safety entities throughout Santa Clara County interoperability in situations where a multi-jurisdictional emergency response is necessary, such as severe storm, flooding, fires, earthquake, active shooter, mutual aid situations, and domestic terrorism. Critical incidents that have required the use of these radios include the Gilroy Garlic Festival and Valley Transportation Authority shootings. This two-way radio infrastructure is also critical in managing large-scale events at Levi's Stadium as local, State and federal law enforcement is necessary to carry out each major event at this venue. SVRIA has sought group pricing for radio equipment through Motorola Solutions.

As part of the FY 2024 Federal Appropriations CPFCDs process, Congressman Ro Khanna submitted the City's \$3 million request for the Public Safety Communications Infrastructure project to the House Appropriations Committee. Through changes in leadership and negotiations in the House Appropriations Committee, the \$3 million request was amended to \$963,000. On March 9, 2024, HR 4366 was signed into law, which included \$963,000 in funding for the City's Public Safety Communications Infrastructure project.

Combined with alternate funding sources, staff plans to move forward with the purchase of replacement radios; a separate Report to Council is being brought forward for City Council for approval of the purchase of the portable radios in May 2024.

ENVIRONMENTAL REVIEW

This action being considered does not constitute a "project" within the meaning of the California Environmental Quality Act ("CEQA") pursuant to CEQA Guidelines section 15378(b)(4) in that it is a fiscal activity that does not involve any commitment to any specific project which may result in a potential significant impact on the environment.

FISCAL IMPACT

The FY 2024 Federal Appropriations CPFCDs provides one-time funding to support the City's need to address the replacement of its two-way radio infrastructure (\$963,000). These funds will be used in combination with City funds and State funds (\$1.75 million for Regional Public Safety Interoperable Radio Communications) allocated in the Communication Acquisitions Fund to replace the public safety radios. A separate memorandum will be brought forward to award the contract to replace the radios.

The budget amendment in the table below is recommended to recognize and appropriate the federal funding.

Budget Amendment
FY 2023/24

	Current	Increase/ (Decrease)	Revised
<u>Communication Acquisitions Fund</u>			
<u>Revenue</u>			
Revenue from Other Agencies	\$1,750,000	\$963,000	\$2,713,000
<u>Expenditure</u>			
Capital Outlay	\$7,007,232	\$963,000	\$7,970,232

COORDINATION

This report was coordinated with the Finance Department, Police Department, City Manager's Office and City Attorney's Office.

PUBLIC CONTACT

Public contact was made by posting the Council agenda on the City's official-notice bulletin board outside City Hall Council Chambers. A complete agenda packet is available on the City's website and in the City Clerk's Office at least 72 hours prior to a Regular Meeting and 24 hours prior to a Special Meeting. A hard copy of any agenda report may be requested by contacting the City Clerk's Office at (408) 615-2220, email clerk@santaclaraca.gov <<mailto:clerk@santaclaraca.gov>> or at the public information desk at any City of Santa Clara public library.

RECOMMENDATION

1. Accept and approve FY 2024 Federal Appropriations Committee Community Project Funding/Congressionally Directed Spending (CPFCDs) funding to support the Public Safety Communications Infrastructure Project (\$963,000);
2. Approve the following FY 2023/24 budget amendments:
 - a. In the Communication Acquisitions Fund, recognize Revenue from Other Agencies in the amount of \$963,000 and increase the Capital Outlay budget in the amount of \$963,000 (five affirmative Council votes required to appropriate additional revenue); and
3. Authorize the City Manager and Finance Director to sign any and all documents required to accept the described funding in final forms approved by the City Attorney.

Reviewed by: Pat Nikolai, City of Police

Approved by: Jovan D. Grogan, City Manager



Agenda Report

24-91

Agenda Date: 4/23/2024

REPORT TO COUNCIL

SUBJECT

Action on Amendment No. 1 to the Agreement with David L. Gates & Associates, Inc. for Design Professional Services for the Henry Schmidt Park Playground Rehabilitation Project

COUNCIL PILLAR

1. Deliver and Enhance High Quality Efficient Services and Infrastructure
2. Enhance Community Sports, Recreational and Arts Assets

BACKGROUND

On February 7, 2023, City Council approved a design professional services agreement with David L. Gates & Associates, Inc. (Gates and Associates) for the first phase of the Henry Schmidt Park Playground Rehabilitation Project (Project). The first phase of the Project includes preparation of concepts for the park and a schematic design for the playground rehabilitation, community outreach, presentation of the schematic design to the Parks and Recreation Commission, and action from the City Council. The proposed schematic design incorporated feedback from both the Parks and Recreation Commission and the community and was approved by Council on April 9, 2024 (RTC 24-1519). The second phase of the Project includes various professional design services related to design and construction of the Project.

DISCUSSION

The proposed Amendment No. 1 (Attachment 1) includes a negotiated scope of services and schedule of fees that incorporates the professional design services necessary to complete the second phase of the Project, per the approved schematic design. The scope of services generally includes preparing bid documents (plans, specifications, and engineer's estimate) for public works bidding, providing assistance to coordinate and secure various permits, and providing services during project advertisement and construction.

Staff recommends approval of Amendment No. 1 to the Agreement with David L. Gates & Associates, Inc. to complete the design services needed for the Henry Schmidt Park Playground Rehabilitation Project. Approval of this amendment will provide the design professional services necessary to complete the design of the Project and proceed to construction in a timely manner. Design of the Project is anticipated to be completed by spring 2025 and construction of the Project is anticipated to begin summer of 2025. The agreement includes a section covering prevailing wage requirements.

ENVIRONMENTAL REVIEW

This award is for the design phase and construction support services and is not a project which has the potential for causing a significant effect on the environment under the California Environmental Quality Act ("CEQA") Guidelines section 15061(b)(3). The Project will be reviewed for all CEQA documentation as part of the design process.

FISCAL IMPACT

The not-to-exceed amount under the current Agreement is \$109,566. The proposed Amendment No. 1 increases the total not-to-exceed amount to \$507,546 (\$461,405 for basic services and \$46,141 for additional services). The budget action required to fund the amended agreement was approved by the City Council per RTC 24-1519 on April 9, 2024, and is available in the Henry Schmidt Park Playground Rehabilitation Project (CIP 3195).

COORDINATION

This report has been coordinated with the Parks & Recreation Department, Finance Department and the City Attorney's Office.

PUBLIC CONTACT

Public contact was made by posting the Council agenda on the City's official-notice bulletin board outside City Hall Council Chambers. A complete agenda packet is available on the City's website and in the City Clerk's Office at least 72 hours prior to a Regular Meeting and 24 hours prior to a Special Meeting. A hard copy of any agenda report may be requested by contacting the City Clerk's Office at (408) 615-2220, email clerk@santaclaraca.gov <<mailto:clerk@santaclaraca.gov>> or at the public information desk at any City of Santa Clara public library.

RECOMMENDATION

1. Approve and authorize the City Manager to execute Amendment No. 1 to the Agreement for Design Professional Services with David L. Gates & Associates, Inc. for the Henry Schmidt Park Playground Rehabilitation Project in the amount not-to-exceed \$507,546, in a final form approved by the City Attorney; and
2. Authorize the City Manager to make minor modifications to the Agreement, including time extensions, if needed.

Reviewed by: Craig Mobeck, Director of Public Works

Approved by: Jovan Grogan, City Manager

ATTACHMENTS

1. Amendment No. 1
2. Original Agreement

**AMENDMENT NO. 1
TO THE AGREEMENT FOR DESIGN PROFESSIONAL SERVICES
BETWEEN THE
CITY OF SANTA CLARA, CALIFORNIA,
AND
DAVID L. GATES & ASSOCIATES, INC.
FOR
HENRY SCHMIDT PARK REHABILITATION PROJECT**

PREAMBLE

This agreement (“Amendment No. 1”) is entered into between the City of Santa Clara, California, a chartered California municipal corporation (City) and David L. Gates & Associates, Inc., a California corporation, (Consultant). City and Consultant may be referred to individually as a “Party” or collectively as the “Parties” or the “Parties to this Agreement.”

RECITALS

- A. The Parties previously entered into an agreement entitled “Agreement for Design Professional Services Between the City of Santa Clara, California, and David L. Gates & Associates Inc.”, dated February 13, 2023 (Agreement); and
- B. The Parties entered into the Agreement for the purpose of having Consultant to provide landscape and engineering design services for the first phase of the Henry Schmidt Park Playground Rehabilitation Project (Project), as fully described in the Agreement; and the Parties now wish to amend the Agreement to provide landscape and engineering design services for the second phase of the project, which includes preparing bid documents (plans, specifications, and engineer’s estimate - PS&E) for public works bidding based on selected schematic playground rehabilitation plan, assisting with obtaining Building and Fire permits , and providing engineering support services during bid and award, construction, and post-construction phases of the Project.

NOW, THEREFORE, the Parties agree as follows:

AMENDMENT TERMS AND CONDITIONS

- 1. Section 2 of the Agreement entitled “Term of the Agreement” is amended to read as follows:
 - Unless otherwise set forth in this Agreement or unless this paragraph is subsequently modified by a written amendment to this Agreement, the term of this Agreement shall begin on the Effective Date and terminate December 31, 2028.
- 2. Exhibit A, entitled “Scope of Services”, Exhibit B, entitled “Schedule of Fees” of the Agreement are amended to read per Attachment No. 1.

3. Except as set forth herein, all other terms and conditions of the Agreement shall remain in full force and effect. In case of a conflict in the terms of the Agreement and this Amendment No. 1, the provisions of this Amendment No. 1 shall control.

The Parties acknowledge and accept the terms and conditions of this Amendment No. 1 as evidenced by the following signatures of their duly authorized representatives.

CITY OF SANTA CLARA, CALIFORNIA
a chartered California municipal corporation

Approved as to Form:

Dated: _____

GLEN R. GOOGINS
City Manager

JÓVAN D. GROGAN
City Manager
City of Santa Clara
1500 Warburton Avenue
Santa Clara, CA 95050
Telephone: (408) 615-2210
Fax: (408) 241-6771

“CITY”

DAVID L. GATES & ASSOCIATES, INC.
a California Corporation

Dated: _____

By (Signature): _____

Name: Casey Case

Title: President

Principal Place of Business Address: 1655 N. Main Street, Suit 365
Walnut Creek, CA 94569

Email Address: casey@dgates.com

Telephone: (925) 736-8176, ext 2000

Fax: _____

“CONSULTANT”

ATTACHMENT No. 1

**AGREEMENT FOR DESIGN PROFESSIONAL SERVICES
BETWEEN THE
CITY OF SANTA CLARA, CALIFORNIA,
AND
DAVID L. GATES & ASSOCIATES, INC.
FOR
HENRY SCHMIDT PARK REHABILITATION PROJECT**

**EXHIBIT A
SCOPE OF SERVICES**

The Services to be performed for the City by the Consultant under this Agreement are set forth below.

1. INTRODUCTION

Consultant shall perform or caused to be performed in accordance with this Agreement all work and services required for the Henry Schmidt Park Rehabilitation Project (the "Project").

To the extent not inconsistent with this Agreement between the City and Consultant including this Scope of Services, the City's SOQ 22-23-17 (including subsequent updates), Consultant's proposal response dated September 12, 2022, presentation materials dated October 12, 2022, and Consultant's proposal dated January 29, 2024 are hereby incorporated by reference herein, and shall supplement this Scope of Services and be subject to the terms and conditions of the Agreement.

2. DOCUMENTS

This Exhibit contains the following Appendices:

- 2.1.** Appendix A1 – City's Project Management Software E-Builder
- 2.2.** Appendix A2 – Draft Project Schedule

3. GENERAL REQUIREMENTS

- 3.1** Consultant shall perform all design and engineering services in accordance with the Department of Transportation Standard and Details, City Standard Plans and Specifications, Parks and Recreation Standard Specifications and Details, Americans with Disabilities Act (ADA) Design Guidelines, latest building and fire codes, and other applicable codes and standards. The City shall have the right to review all drawings, specifications, and other documents and electronic records relating to such services.
- 3.2** For any field work that involves subsurface excavation and/or coring, Consultant shall submit a plan of work for the City's review and approval prior to proceeding.

3.3 Any changes to the project team through the course of the Services shall be approved in writing by City.

4. RESPONSIBILITIES OF CITY

The City will provide to Consultant the following information and support for the Project as available and as required for the Project:

- 4.1** Record drawings (as available)
- 4.2** CITY's Standard Details, Specifications, Benchmark, and Design Criteria.
- 4.3** Storm Drain (SD), Sanitary Sewer (SS), Electric, Fiber, Water and Recycled Water Block Book Maps (as available).
- 4.4** Geographic Information System (GIS) data including land parcels, street centerlines, City sanitary sewers, City storm drains, and aerial photographic tiles.
- 4.5** Payment of permit application fees with other internal departments, if required.
- 4.6** Filing exemption under the California Environmental Quality Act, if applicable.
- 4.7** Any other relevant data or records.

5. PROJECT MANAGEMENT

Generally, Consultant shall:

- 5.1** Utilize the City's Project Management Software E-Builder for general project management. See AppendixA1.
- 5.2** Manage its team and overall project activities consistent with the requirements set forth in this Agreement including but not limited to maintaining the Project within schedule and budget.
- 5.3** Manage subconsultants, maintain schedule and budget, anticipate and mitigate potential design issues and delays, and coordinate and update the City on the overall progress of the Project.
- 5.4** Organize and attend project meetings with the City to discuss project progress, decisions and direction, and to coordinate activities. Meetings shall be held at key project milestones and shall include, but are not limited to:
 - 5.4.1** Kick-off Meeting
 - 5.4.2** Preliminary/Evaluation Meeting
 - 5.4.3** Community Meeting
 - 5.5.4** Parks and Recreation Commission Meeting(s)
 - 5.4.5** City Council Meeting(s)
- 5.5** Coordinate with all affected parties, including the City, design team members, consultants, utility companies, and other governmental agencies as may be required for completion of project deliverables and coordination of Quality Assurance/Quality Control (QA/QC) activities.
- 5.6** Meetings shall be budgeted for and invoiced under each respective task or activity requiring a meeting and not as project management. Preparation for meetings shall

be considered as included in the task or activity for which the meeting is involved. A kick-off meeting shall be conducted with designated City staff prior to beginning work to review anticipated tasks and schedule, review available information and needs, and address any outstanding questions regarding the project moving City or Consultant. During the course of the agreement, while there is active work on the Project, Consultant shall schedule and attend brief bi-weekly (every other week) conference call with the City. The purpose of these bi-weekly conference calls will be to keep City apprised on the Project's progress and address any issues that may arise during the course of the Project.

- 5.7** Provide monthly progress reports.
- 5.8** Coordinate with project stake holders as needed to inform each stakeholder of the project work and incorporate any necessary accommodations into the final submittal documents.
- 5.9** Provide Review/Plan Check Log (Response Matrix) summarizing comments received from various City Departments/Divisions and agencies. Response Matrix shall include, but not be limited to, commenting department/division or agency, comments, response to comments, action items, and person responsible for follow up. Consultant shall be responsible for resolving comments from each commenter and shall identify to City any comments that cannot be resolved to have final discussion and resolution. Submit Response Matrix in electronic format with each route of plan check submittal.
- 5.10** Conduct QC reviews in accordance with its QA Program guidelines. Consultant shall provide a copy of its QA Program guidelines and shall provide a QC report at the end of each task. Time spent for QA-QC reviews for specific deliverables shall be budgeted and billed under each respective task requiring QA-QC review and not as Project Management.
- 5.11** Consultant administrative staff time spent preparing invoices shall be considered as included in the overhead of the Consultant's basic hourly rates and shall not be billed. Additionally, addressing administrative issues, such as preparing additional services requests or budget modifications, shall also be considered as included in the overhead of the Consultant's basic hourly rates and shall not be billed to the City as additional cost.
- 5.12** Deliverables:
 - Progress schedules in Microsoft Project format (submitted electronically as an 11" x 17" PDF file and in native Microsoft Project format).
 - QA Program guidelines and QC reports for each task (in PDF file).
 - Meeting agendas, preparation materials, and meeting minutes for each project meeting (in PDF file).
 - Monthly progress reports and invoices (in PDF file).
 - Estimate -One (1) PDF and one (1) Microsoft Excel file.
 - Miscellaneous project information (as requested).
 - Meeting minutes-one (1) PDF and one (1) Microsoft Word file.

6 PROJECT SCHEDULE

- 6.1 Attached as Appendix A2 is the Draft Project Schedule. The Parties shall agree on the Approved Project Schedule as set forth in Section 8.1.2.
- 6.2 Consultant shall monitor and update the Approved Project Schedule throughout the course of the Project. The Approved Project Schedule shall show significant milestones for the Project. Consultant shall notify City if there are delays or potential delays in any phase of the Project. In such event, Consultant shall make up the schedule in subsequent phases of the Project or provide information to City substantiating a request for time extension (which may not be approved by the City). The Approved Project Schedule shall be maintained at all times and shall be updated each time progress and milestones are achieved and/or changed.
- 6.3 Changes to the Approved Project Schedule shall be at no additional cost, unless there are changes or additions to this Scope of Services. Any changes to the Approved Project Schedule must be mutually agreed to and incorporated into a revised Approved Project Schedule.

7 KEY PERSONNEL

- 7.1 The following individuals are designated as Key Personnel as of the Effective Date of this Agreement.

Name	Title
Chuck Gardella	Principal-in-Charge
Kimmy Chen	Project Manager
Casey Case	Outreach Coordinator
Name of Subconsultants	Role
Sandis	Civil Engineering
BSK Associates	Geotechnical Engineers
Atium Engineering	Electrical Engineers
Lionakis	Structural Engineers
Woodwreeve	Arborist
BSAFE Playground Inspection Services, Inc.	Playground Inspector
HY Architects, Inc.	Architect
Silva Cost Consulting, Inc.	Building Cost Estimator

- 7.2 Any replacement of Key Personnel whether requested by the City or Consultant is subject to the City's final approval.

8. PHASE 1 - SITE SURVEY, COMMUNITY OUTREACH, AND SCHEMATIC DESIGN

8.1. Task 1: Project Research and Site Assessment

Consultant shall gather, review, and assess existing data, records, and reports relative to the Project and conduct necessary investigations and analyses required to identify issues that could impact or be impacted by the project. This task includes:

8.1.1. Task 1.1: City Kick-Off Meeting

Consultant shall meet with City to review and discuss options for park program, public outreach, City standards for materials, etc. for the park design.

8.1.2. Task 1.2: Project Schedule

Consultant shall update the Draft Project Schedule with the information received during the kick-off meeting. Upon the City's approval, the schedule shall be designated as the Approved Project Schedule.

8.1.3. Task 1.3: Arborist Tree Inventory Report

Consultant shall visit the site, tag trees, measure the diameter at breast height (DBH), and review the general health, structure, apparent disease, or deformities, and provide a tree inventory report to the City. This report will be useful in determining the impact of any potential work within the tree protection zone of each tree.

8.1.4. Task 1.4 Electrical Infrastructure Investigation

Consultant shall explore the existing infrastructure and assess potential for service upgrades and/or new infrastructure and support for buildings and park amenities. The electrical engineering, fiber requirements, and site lighting approach would be predicated on an initial review of existing equipment, power and lighting to identify opportunities for improvements along pathways, parking lots, and play areas. Further, it will explore and assess the existing infrastructure to determine capabilities as well as the requirements for "smart park" features (WIFI, irrigation, automated doors, and gates).

8.1.5. Task 1.5: Topographic Survey And Mapping

Consultant shall perform a topographic survey including all hardscape and softscape and locate surface-visible utility features and improvements. At manholes and accessible structures, measure invert elevations will be noted of all gravity storm drains and sewer pipes.

8.1.6. Task 1.6: Geotechnical Investigation

Consultant shall perform subsurface exploration including two to three borings, with laboratory soils testing, including infiltration rate testing. Consultant shall prepare a geotechnical report summarizing the results and providing recommendations. The report will provide valuable information for use in engineering of the buildings, structure footings, pavement, and potential retaining walls.

8.1.7. Task 1.7: Site Analysis & Data Review

Consultant shall gather, review, and assess existing data, records, and reports relative to the Project and conduct necessary investigations and analyses required to identify issues that could impact or be impacted by the Project, including but are not limited evaluating ADA pedestrian pathway and completing site survey and base setup.

8.2. Task 2: Schematic Design/Public Outreach

8.2.1. Task 2.1 Public Outreach Preparation

Consultant shall prepare public outreach materials such as image boards with the preliminary schematic park plan, options for park elements, playground imagery, site furniture, and an existing condition exhibit.

8.2.2. Task 2.2: Survey Preparation

Consultant shall work with the City to develop an online survey with questions and images focusing on Primary Design Elements and options and meet with the City to review prior to presenting at the public meetings.

8.2.3. Task 2.3: Public Outreach Meeting

A. Consultant shall prepare all presentation materials, including graphic boards, reports, etc., and present amenity options to the public in a two-hour meeting. Public, user groups, potential donors, and staff may attend. This may be an online meeting or ran in-person meeting, as determined by the City.

B. Consultant shall also gather input from the community via online polling and surveys.

C. Consultant shall document the feedback and consensus achieved.

8.2.4. Task 2.4: Preliminary Schematic Designs

Consultant shall develop two to three preliminary schematic designs which incorporate input from the public, user groups, potential donors, and City staff.

8.2.5. Task 2.5: Preliminary Cost Estimate

Consultant shall prepare a Rough Order of Magnitude (ROM) style of cost estimate for the preliminary schematic designs to aid the City in its decision-making.

8.2.6. Task 2.6: Parks and Recreation Commission Review Meeting #1

- Consultant shall meet with the PRC to initiate public outreach for the Project.
- Consultant shall present to the PRC the public input received and two to three preliminary schematic park plans. Consultant shall present to the PRC the public input received and two to three preliminary schematic park plans.
- Consultant shall gather input and feedback from the PRC.

8.2.7. Task 2.7: Final Schematic Design

- Based on the input gathered from the community, the PRC, and the City, Consultant shall develop an accurate and scaled Site Plan and Draft Schematic Design (SD) for written approval by the City that will include:
 - Overall location and site plan;
 - Existing conditions;
 - Schematic design options, including building as necessary;
 - Playground use matrix with elements of play;
 - Elevations/grading/drainage;
 - Irrigation & planting plan;

- Lighting plan;
- American with Disabilities Act (ADA) compliant accessible routes;
- Other tables; and
- Materials/equipment specifications.
- The City shall notify Consultant as to whether it approves or disapproves the Draft Schematic Design documents. The City will review the Draft Schematic Design documents and will mark them to indicate whether changes and/or corrections are required. Consultant shall address all material comments and questions appropriately including, when appropriate, incorporating the comments, corrections and/or changes on the original documents and resubmitting the documents.

8.2.8. Task 2.8: Final Schematic Design Cost Estimate

Consultant shall update the cost estimates to reflect any changes or refinements depicted in the Final Schematic Design.

8.3. Final Draft Schematic Designs

8.3.1. Task 2.9: Parks and Recreation Commission Review Meeting #2

Consultant shall present to the PRC a Final Schematic Design for recommendation to the City Council for approval.

8.3.2. Task 2.10: City Council Review Meeting

- A. Consultant shall present to the City Council the recommended Schematic Design.
- B. Consultant shall gather input and feedback from the City Council and revise the Final Schematic Design if necessary.
- C. Consultant shall provide unlimited revisions to the Final Draft Schematic Designs, at no additional cost, to ensure the City's satisfaction with the document.

8.4. Phase 1 Deliverables:

- 8.4.1. Site Topographic Survey
- 8.4.2. Geotechnical report(s)
- 8.4.3. Arborist Tree Inventory Report
- 8.4.4. Two to Three Preliminary Schematic Designs and Preliminary Cost Estimates
- 8.4.5. One Final Scaled Schematic Design and Final Schematic Design Cost Estimates
- 8.4.6. PowerPoint Presentations
- 8.4.7. Meeting Attendance

9. PHASE 2 – Detailed Design, Bid & Award, and Construction Support

9.1. Task 3: 65% Construction Documents

Based on the approved playground schematic plans, approved project scope within budget, and any adjustments authorized or directed by the City, the Consultant shall develop and refine the design, and prepare construction documents. Consultant's CPSI shall review and certify bid documents to meet and comply with all regulation regarding playground safety.

Plans shall be drawn to scale, on D-size (24" X 36") sheets, at an engineering scale up to 1" = 40' maximum, conforming to City's Design Criteria. Plans are to be drawn by AutoCAD 2021 or earlier versions, using City-provided standard AutoCAD template with background layout from Consultant's topographic survey.

9.1.1. Phase 2 Kick-off Meeting & Review of Park Master Plan

- A.** Meet with City to review project assumptions and expectations; known issues and challenges, limits of work, project work scope, budget, schedule, and the approved Park Master Plan Update and playground schematic design.

9.1.2. Site Investigation

Based on Schematic Design, conduct focused site investigation including:

- A.** Additional survey including pervious concrete paving, north-east entry node, perimeter pathway and group fitness stations.
- B.** Arborist Consultation
 - 1.** Provide up to two site visits to review existing trees vs. proposed improvements and recommend design parameters.
 - 2.** Prepare site review memos and update arborist report as required.
- C.** Field Reconnaissance
 - 1.** Conduct a site visit to review existing conditions of the scope area, including conditions of existing infrastructure, limit of paving sawcut, irrigation system, amenities, and limit of work.
 - 2.** Document existing elements for demolition, salvage, and/or repair.
- D.** Electrical
 - 1.** Site investigation to determine service size and adequacy for connection of new lighting.
 - 2.** Memorandum providing recommendations for service reuse, replacement, modification, or upgrade.
 - 3.** Review of existing electrical services, existing EV chargers/conduits.
 - 4.** Evaluation of existing service equipment to ensure it meets current code and SVP requirements.

- E.** Underground Survey/Potholing - Perform subsurface investigation for the following systems: water plastic pipes, low voltage electrical, drainage pipes. by potholing or radar/voltage finders to positively locate potential underground utility conflicts. Assuming two days of potholing for existing utility investigation, four holes per day for a maximum number of eight holes.

9.1.3. Prepare 65% construction documents and supporting information for the City's review following City's Design Criteria, including, but not limited to:

A. Plans with details of major design components as necessary such as:

Site/Landscape drawings

- Cover page with index, location map, and sheet index
- Tree removal and preservation plans (per arborist report)
- Notes & legends
- Path of travel plan
- Site improvement plan
- Detailed area layout plan (play area, picnic area, site elements, etc.)
- Planting plans, planting schedule, and details
- Potable and recycled system
- Irrigation demolition plans, irrigation plans and details.
- Site element construction details
- Conceptual Phasing Plan

Civil drawings

- Existing conditions
- Demolition Plan
- Site plan
- Grading and drainage plans
- Utility plan and details
- Horizontal control plan
- Erosion control plan
- SWPPP
- Construction details

Electrical drawings

- Site plan showing light locations, power device locations, pull box locations (coordinated with landscape and civil), low voltage device locations, and conduit routing, including four power outlets at north-east post of the shade structure.
- Electrical details for trenching, pull boxes, and other miscellaneous items.
- Circuiting information

Structural Drawings

- Plans and calculations for light post footings.

A. Utility Coordination - Prepare a Notice of Intent to Construct (NOI) and

location map exhibit and submit it to the known utility operators to gather records for existing utilities. Send the City a draft of the NOI prior to sending it to the utility, maintain a log of all NOI sent and received, and provide the City all information received from the NOI.

- B.** 65% Plans shall include all existing utilities on-site and immediate surrounding off-site areas. Pertinent background information as relating to proposed improvements such as, but not be limited to, playground layouts, fence, gate, picnic area, pedestrian pathway, property lines, site entrance/exist driveway, adjacent streets shall be shown.
- C.** Design Playground to meet following criteria:
- Elements of Play: swinging, climbing, brachiating, spinning, sliding, balancing, sensory and free play.;
 - Play Value: design that addresses how many persons served, how often and how long equipment is used.;
 - Inclusion: a thoughtful application of universal design principles that provide diverse activities that address physical, social-emotional, sensory, cognitive, and communicative needs of all children and where generations can play together regardless of age and limitation.;
 - Physical Activity: intentionally promote physical activity through active play and encourage the developmental progression of skills through healthy movement (developmentally appropriate for beginner, intermediate, advanced levels).;
 - Nature: design the play environment within a living landscape, supporting the natural habitat/biodiversity and health of plants, animals, and water.
 - Playcore Grant requirements.
 - Playground Safety: Guidelines and requirements from NRPA's CPSI program.
- D.** Provide technical specifications.
- E.** Provide modified sections to City standard specifications to suit Project. Modified sections include, but not be limited to, general information, summary of work, measurement, and payment for bid items, permitting and agency regulatory requirements, etc.
- F.** Provide required information to the City's Project Specific Specification Book (Division 0, 1, and 2). Required information from Consultant for City's frontend specifications are, but not be limited to, the followings:
- Description of work
 - Type of Contractor's License required.
 - Construction Schedule
 - Bid Schedule
 - Requirements for Contractor's Statement of Qualifications (e.g., experience requirements for similar work and contract values)
 - Identification of any changes to the City's standard specifications that are required. Prepare an updated engineering cost estimate. If 65% engineering cost estimate prepared at this point exceeds

the preliminary construction budget approved at the end of the preliminary Prepare an updated project schedule.

- 9.1.4.** Plan, coordinate, schedule, attend meetings, and produce meeting minutes with action items for all meetings with the City as deemed necessary to efficiently complete this phase of the design in a timely manner.
- 9.1.5.** Conduct a quality control (QC) review of design documents (Plans, Specifications, and Engineer's Cost Estimates).
- 9.1.6.** CITY will circulate the submittal package to internal CITY departments for review and comments. CONSULTANT shall be responsible for submitting the package to external stakeholders if required. CONSULTANT shall prepare written responses to all written comments received. All redlined drawings shall be returned with CONSULTANT's response on the redlined drawings.
- 9.1.7.** CONSULTANT shall be responsible for resolving comments from each commenter and shall identify to CITY any comments that cannot be resolved. CONSULTANT shall conduct a 65% comments review meeting with CITY to discuss comments on the submittal package, to identify any significant design issues, and gain concurrence as to how the design shall be revised as appropriate to incorporate CITY's comments.

Task 3 Deliverables – Electronic and hard copy format:

1. 65% Plans – One (1) PDF and one (1) AutoCAD file.
2. 65% Engineering cost estimate – One (1) PDF and one (1) Microsoft Excel file.
3. 65% Technical specifications – One (1) PDF and one (1) Microsoft Word
4. Updated project schedule – One (1) PDF and one (1) Microsoft Project file.
5. Quality control checklist for 65% PS&E submittal – One (1) PDF and one (1) Microsoft Word or Excel file.
6. CPSI comment/report – One (1) PDF.
7. Written response matrix – One (1) PDF and one (1) Microsoft Word or Excel file.
8. Miscellaneous Project information (as requested).
9. Meeting minutes – One (1) PDF and one (1) Microsoft Word file.
10. Supplemental Survey – One (1) PDF
11. Potholing Data – One (1) PDF
12. NOI Log – One (1) PDF

10. Task 4: 95% Construction Documents

Based on City's comments and direction on the 65% PS&E, Consultant shall revise the 65% PS&E to produce the 95% PS&E. Consultant shall:

- 10.1.** Prepare 95% construction documents and supporting information for the City's review and approval.
 - 10.1.1.** Construction details of proposed improvements shall be included in the 95% Plans.

- 10.1.2.** Provide updated technical specifications and updated modified sections to City standard specifications to suit Project.
- 10.1.3.** Provide updated Structural plans and calculations for Light post footings.
- 10.1.4.** Provide updated electrical plans
 - Site plan showing light locations, power device locations, pull box locations (coordinated with landscape and civil), and conduit routing.
 - Electrical details for trenching, pull boxes, and other miscellaneous items.
 - Circuiting information
 - Panel schedules
 - Title 24 documentation
- 10.2.** Prepare an updated engineering cost estimate. If the cost is higher than allocated construction budget, Consultant need to create Add Alternate items so that the project cost estimate is within available project budget.
- 10.3.** Prepare an updated project schedule.
- 10.4.** Meet with City staff, as needed, to review City comments on 65% submittal and gain concurrence as to how the documents will be revised as appropriate to incorporate City comments.
- 10.5.** Provide comments from Consultant's CPSI on playground design and confirmation of safety compliance of 65% construction documents.
- 10.6.** Plan, coordinate, schedule, attend meetings, and produce meeting minutes with action items for all meetings with the City as deemed necessary to efficiently complete this phase of the design in a timely manner.
- 10.7.** Provide written response matrix to City's comments on 65% PS&E.
- 10.8.** Conduct an independent quality control (QC) review of design documents (Plans, Specifications, and Engineer's Cost Estimates).
- 10.9.** Provide a geotechnical review letter based on 95% construction documents.

Task 4 Deliverables – Electronic and hard copy format:

- 1. 95% Plans – One (1) PDF and one (1) AutoCAD file.
- 2. 95% Specifications – One (1) PDF and one (1) Microsoft Word file.
- 3. 95% Engineering cost estimate – One (1) PDF and one (1) Microsoft Excel file.
- 4. Updated project schedule – One (1) PDF and one (1) Microsoft Project file.
- 5. Meeting minutes – One (1) PDF and one (1) Microsoft Word file.
- 6. Quality control checklist for 95% design submittal.
- 7. CPSI comment/report – One (1) PDF
- 8. Geotechnical plan review letter

9. Written response matrix – One (1) PDF and one (1) Microsoft Word or Excel file.

11. Task 5: 100% Construction Documents

Based on City's comments and direction on the 95% PS&E, Consultant shall revise the 95% PS&E to produce the 100% PS&E. Consultant shall:

- 11.1.** Prepare 100% construction documents and supporting documents which may include Special inspection form, and other documents that are required to obtain building permit.
 - 11.1.1.** Phase percentage statement such as "100% Plans. Not for Construction" shall be removed from the 100% Plans and each sheet of the plans set shall be stamped and signed by the Consultant's Engineer of appropriate discipline.
 - 11.1.2.** Specifications shall be stamped and signed (on Document 00030 – Seal) by Consultant's Project Engineer.
- 11.2.** Prepare an updated Engineering Cost Estimate with backups and justifications for unit pricing.
- 11.3.** Prepare 100% technical specifications
- 11.4.** Prepare an updated Project Schedule.
- 11.5.** Provide structural calculations
- 11.6.** Provide Building Division submittal package, review comments, and prepare re-submittal to Building Division.
- 11.7.** Provide Documents for City's PS&E approval process. Required documents are, but not be limited to, engineer's estimate using the schedule of quantities format, recent similar project bid summaries to validate engineer's estimate, consultant Peer Review Certification, consultant Lessons Learned from other similar projects that were applied to this Project.
- 11.8.** 100% PS&E shall be Peer reviewed and Certification of Peer Review shall be submitted with the 100% Submittal.
 - 11.8.1.** A statement (see statement in Sub-Section 5.6.2 below) to indicate Peer Review has been performed and signature of the Engineer who performed it shall be added to the Plans Cover Sheet.

Certification of Peer Review: The following paragraph shall be put on the company letter head, dated, and signed by the Peer Review Engineer.

"The undersigned hereby certifies that a professional peer review of these plans and the required designs was conducted by me, a professional landscape architect with expertise and experience in the appropriate fields

of landscaping equal to or greater than the Architect of Record, and that appropriate corrections have been made.”

- 11.9.** Prepare and submit Special Inspection Form for the Project.
- 11.10.** Meet with City staffs as needed to review City comments on 100% submittal and gain concurrence as to how the documents will be revised as appropriate to incorporate City comments.
- 11.11.** Provide comments from Consultant’s CPSI on playground design and confirmation of safety compliance of 100% construction documents.
- 11.12.** Plan, coordinate, schedule, attend meetings, and produce meeting minutes with action items for all meetings with the City as deemed necessary to efficiently complete this phase of the design in a timely manner.
- 11.13.** Provide written response matrix to City’s comments on 95% PS&E
- 11.14.** Provide list of potential bidders including company name, email address, contact number, and address of business.
- 11.15.** SBWR Submittal
 - 11.15.1.** Prepare SBWR submittal package incorporating SBWR checklist requirements, notes, legends, colors, line types, valve callouts, connection points and modify irrigation documents to meet the updated SBWR checklist requirements.
 - 11.15.2.** Attend SBWR review meeting to clarify comments and responses as required
 - 11.15.3.** Integrate SBWR comments into plan set and provide written responses to all comments
 - 11.15.4.** Prepare 2nd submittal to SBWR

Task 5 Deliverables – Electronic and hard copy format:

- 1. 100% Plans – One (1) PDF and one (1) AutoCAD file.
- 2. 100% Specifications – one (1) PDF and one (1) Microsoft Word file.
- 3. Structural Calculations – One (1) PDF.
- 4. Consultant Lessons Learned – One (1) PDF.
- 5. Certification of Peer Review – One (1) PDF.
- 6. 100% Engineering Cost Estimate – One (1) PDF and one (1) Microsoft Excel file.
- 7. Updated Project Schedule – One (1) PDF and one (1) Microsoft Project file.
- 8. All Permit application packages with all necessary supporting documentations.
- 9. Special Inspection Form – One (1) PDF.
- 10. Meeting minutes – One (1) PDF and one (1) Microsoft Word file.
- 11. Quality control checklist for 100% design submittal.
- 12. CPSI comment/report – One (1) PDF.

13. Written response matrix – One (1) PDF and one (1) Microsoft Word or Excel file.
14. SBWR Submittals (2).
15. Re-submittal to Building Department.

12. Task 6: Bid Documents (P&S)

Based on City's comments and direction on the 100% PS&E, Consultant shall revise the 100% PS&E to produce the Bid Documents. Consultant shall:

- 12.1.** Incorporate City review comments of 100% PS&E into Bid Documents.
- 12.2.** Incorporate permit (SBWR and Building Division) issuers' comments into P&S and coordinate with permitting departments and agencies to obtain acceptance of all applicable permit application packages.
- 12.3.** Prepare Bid Documents (P&S).
 - 12.3.1.** Bid Plans shall be wet stamped and signed by the Consultant's Engineer of appropriate discipline. Plans shall be drawn to scale and plotted onto D-size sheets.
 - 12.3.2.** Bid Specifications shall be wet stamped and signed (on Document 00030 – Seal) by Consultant's Project Engineer.
- 12.4.** Plan, coordinate, schedule, attend meetings, and produce meeting minutes with action items for all meetings with the City as deemed necessary to efficiently complete this phase of the design in a timely manner.

Task 6 Deliverables – Electronic and hard copy format:

1. Bid Plans – One (1) PDF of wet-signed/stamped, D-size and one (1) AutoCAD file.
2. Bid Specifications – One (1) PDF of wet-signed/stamped, A-size and one (1) Word file.
3. Written response matrix – One (1) PDF and one (1) Microsoft Word or Excel file.
4. Quality control checklist for bit set submittal.
5. Final Building and Fire permits.
6. Meeting minutes – One (1) PDF and one (1) Microsoft Word file.
7. Written response matrix – One (1) PDF and one (1) Microsoft Word or Excel file.
8. Meeting minutes – One (1) PDF and one (1) Microsoft Word file.

13. Task 7: Bid and Award Phase

Consultant shall provide assistance to the City during the bidding and award phase, answer questions from bidders, help and prepare exhibits for addenda when necessary, assist the City in evaluation of bids received, and provide a written recommendation for the award of contract, when requested.

Consultant shall:

- 13.1.** Attend and conduct Pre-Bid Conference/Sites Visit.
- 13.2.** Assist the City with responses to bidder's inquiries through the City's Project Manager.
- 13.3.** Assist the City with addenda to the construction documents as needed to respond to bidder's inquiries and clarify the intent of bid documents.
- 13.4.** Assist the City in evaluating bids (if required by the City).
- 13.5.** Within fourteen (14) days from the bid opening date, prepare and submit a conformed set of contract documents (Plans and Specifications) incorporating any and all addenda (if needed).

Task 7 Deliverables – Electronic and hard copy format:

1. Written response to bidder's inquiries – Signed PDF.
2. Support information for addenda – Signed PDF.
3. Written recommendation letter to award of contract for the Project – Signed PDF.
4. Conformed Set (if needed) – One (1) PDF of Plans and Specifications, one (1) AutoCAD file of Plans, and one (1) Microsoft Word file of Specifications.

14. Task 8: Construction Phase

Consultant's responsibility to provide basic services for the construction phase under this Agreement commences with the "Notice to Proceed" (NTP) of the contract for construction and terminates on the date the City approves the certificate of completion of the Project.

- 14.1.** Consultant will assist the City in providing administration of the contract for construction. Duties, responsibilities and limitation of authority of Consultant shall not be restricted, modified, or extended without written agreement of the City.
- 14.2.** Consultant shall attend the Pre-construction meeting.
- 14.3.** Consultant shall visit the site as required for the benefit of the Project during this phase. During these site visits, Consultant shall attend job progress meetings, pre-submittal meetings, pre-installation meeting, and other meetings as required by the City. Consultant's structural, civil, and electrical sub-consultants shall visit the site as required when work related to their discipline is in progress.
- 14.4.** Consultant shall have CPSI perform an onsite visit and inspection for conformance of playground installation to satisfy Bid Documents and provide report.

- 14.5.** Consultant shall make construction observation visits throughout the construction phase. Consultant shall issue an observation report after each visit. Assume up to six (6) meetings. For the civil engineer, assume up to four (4) progress site meetings, and one (1) for the electrical and structural engineers.
- 14.6.** In addition to the construction observation visits, Consultant shall review technical submittals, shop drawings, product data, product samples, and product warranties from the contractor for conformance with the specifications and drawings. The Consultant's action shall be taken with such reasonable promptness so as to cause no delay in the work, while allowing sufficient time in Consultant's judgment to permit adequate review. The Consultant will be allowed a maximum of seven (7) calendar days for review of submittals. Consultant's review shall not constitute review of safety precautions or, unless otherwise specifically stated by Consultant, of construction means, methods, techniques, sequences or procedures. Consultant's review of specific items shall not indicate approval of an assembly of which the item is a component. When professional certification of performance characteristics of materials, systems or equipment is required by the contract documents, Consultant shall be entitled to rely upon such certification to establish that the materials, systems or equipment will meet the performance criteria required by the contract document.
- 14.7.** Consultant shall respond to Contractor's Request for Information (RFI) and Request for Substitution (RFS). Interpretations and decisions of the Consultant shall be consistent with the intent of and reasonably inferable from the Contract Documents and shall be in writing or in the form of drawings. Consultant shall be allowed a maximum of seven (7) calendar days to respond to RFIs and RFSs that impact the Project schedule or a maximum of fourteen (14) calendar days to respond to RFIs and RFSs that do not impact the Project schedule.
- 14.8.** The Consultant shall prepare the Scope of Work, including sketches, for Field Instructions issued to the Contractor. When requested by the City, Consultant shall review Change Order (CO) pricing and provide written responses for the City's review and finalizing said COs

Task 8 Deliverables – Electronic and hard copy format:

1. Signed PDFs of Reviewed Contractor Submittals, Shop Drawings, RFIs, RFSs, and Field Instructions.
2. Signed PDFs of COs' recommendations.
3. Signed PDFs of Field reports by Consultant and sub-consultants.
4. CPSI Inspection Report

15. Task 9: Post-Construction Phase

- 15.1.** When requested by the City, Consultant shall conduct reviews to assist the City to determine the date or dates of Substantial Completion and the date of Final

Completion. Consultant's decisions with City approval on matters relating to aesthetic effect may be final if consistent with the intent expressed in the Contract Documents.

- 15.2.** Upon request by Contractor, in accordance with contract Specifications, for Substantial Completion and later Final Completion, Consultant shall assist City in determining if the Project is ready for the stage of completion requested by the Contractor. Consultant shall provide City with a written recommendation.
- 15.3.** Consultant shall perform a walk-through of the Project site, review Contractor Punch List, and provide written response with status and action of items on the Punch List. Consultant shall attend final walk-through of the Project site with the City, verify Punch List completion, and provide written response with recommendation regarding Project acceptance and close-out.
- 15.4.** Consultant shall review Contractor-supplied Operation and Maintenance manuals and Warranties to determine their completeness and compliance with Construction Contract and provide written recommendation for acceptance.
- 15.5.** Consultant's CPSI shall inspect and certify the playground prior to its open to the public.
 - 15.5.1.** Conduct a final onsite inspection, prior to opening to the public, in accordance with the standards listed below:
 - ASTM 1487-21 (Safety Performance Specification for Playground Equipment for Public Use),
 - Consumer Product Safety Commission 2010 (Handbook for Public Playground Safety)
 - DOJ 2010 Standard for Accessible Design and Section 1008,
 - 1292-09 (Impact Attenuation of Surfacing Materials within the Use Zone of Playground Equipment),
 - ASTM 1951-09b (Determination of Accessibility of Surface Systems under and Around Playground Equipment)
 - 15.5.2.** Provide a written report, within 5 days of the onsite final inspection, certifying all playground components/equipment and protective surfacing are compliant with the standards listed above. The report will include pictures of composite play structures (4 views), a picture of each free-standing component, 3D drawings, a site plan, results of an impact attenuation test (if synthetic turf, tiles, or poured-in-place protective surfacing is used), manufacturer information on the protective surfacing, and a list of all contractors (including contact information) responsible for the installation of the playground equipment.
- 15.6.** Provide a complete set of the Record Drawings and all X-ref files "bound," including other associated fonts, plot style files on AutoCAD, including electronic copies in

PDF format. CONSULTANT may, at its own expense, prepare and retain a copy of each drawing for its permanent file.

- 15.7.** At ten (10) months following the issuance of final completion and prior to the expiration of any guarantees, City and all its Consultants shall visit the Project with Contractor and: 1) Review the work and identify observable defects and deficiencies, 2) Evaluate the performance, durability and appearance of installed products, materials and system as they relate to suitability for the intended use; 3) Evaluate the Project's function and City's use of the Project as reflection of the original program intent; and 4) Submit a written memorandum to City concerning the foregoing.

Task 9 Deliverables – Electronic and hard copy format:

1. Substantial Completion/Final Completion recommendations and Reviewed Punch List – One (1) signed PDF.
2. Record Drawings – One (1) PDFs and one (1) AutoCAD files on CD/DVD.
3. CPSI Certification – One (1) PDF.
4. 10 Months Report – One (1) signed PDF.

16. Optional Task 10: SWPPP and QSD/QSP, Restroom Accessibility

- 16.1.** Consultant shall provide design and engineering consulting services to assist the City in developing a SWPPP and obtaining a permit under the NPDES Construction General Permit, Order WQ 2022-0057-DWQ. Consultant shall develop the associated Water Pollution Control Drawings (WPCD's) using existing project information. Consultant shall assist City in preparing project registration documents for uploading to SMARTS. The City will obtain permit coverage and a WDID number. Other revisions/modification within SMARTS will be provided based on an additional time and materials bases. Consultant shall perform QSD site inspections; twice per year minimum plus required install inspection.

- 16.2.** Consultant shall provide QSP during construction including the tasks below.
- QSP services for duration of construction; March 2025 - March 2026 (final duration to be determined, assuming 12-month construction schedule). Coordinate the implementation of BMPs throughout duration of construction.
 - Perform site inspections; one per week minimum plus required rain event inspections.
 - Advise on project compliance and maintain the SWPPP binder weekly.
 - Provide on-site BMP training for project team, only one (1) training session required.
 - Perform turbidity and pH field testing of site effluent during required events.
 - Assist Contractor in preparation of REAPs (Rain Event Action Plans).
 - Upload necessary Ad-Hoc reports/monitoring data to SMARTS.
 - Prepare one (1) revision to the WPCD's for winterization planning.

- Prepare two (2) Annual Reports, due September 1st of each year.
- Prepare a Notice of Termination, including the final site map and photo report, to upload to SMARTS for closure on the project permit.

Optional Task 10 Deliverables – Electronic and hard copy format:

1. SWPPP
2. WPCD
3. Smarts registration documents
4. REAP Plans
5. WPCD revision (1)
6. Annual Reports (2)
7. Notice of Termination
8. QSD site inspections
9. Weekly site inspections
10. Site BMP Training (1)
11. Turbidity and pH field testing

16.3. Restroom accessibility barrier removal

- Provide accessibility upgrades within the toiler rooms per Item 19-1 and 19-2 Multiple User Restroom listed in the Henry Schmid Park Building Recreation Center ADA report dated 7/18/2019, excluding the item of “modifying stall partitions” or any structural items.
- Prepare construction documents at 65%, 95%, 100% CD and Bid Set, including:
 - Title Sheet
 - Site Work & Path of Travel
 - Floor Plan Demolition Plan
 - Floor Plans, Schedules
 - Detailed Plans
 - Interior Elevation
 - Reflected Ceiling Plans
 - Interior Details
- Address Building Department review comments and incorporate in the re-submittal to Building Department.
- Construction documents for restroom accessibility barrier upgrades will be prepared as a separate permit set and submittal to Building department based on CBC 11B-202.4 Path of travel requirements in alterations, additions, and structural repairs under EXCEPTIONS 4.
- Prepare cost estimate during 65% and 95% CD submittals.
- Prepare technical specifications.
- Attend team coordination meetings and City review meetings (virtual meetings).
- Attend (1) pre-construction meeting and up to (2) construction meetings.
- Attend (1) punch walk and prepare punch list.

Optional Task 10 Deliverables – Electronic and hard copy format:

1. Plans and specifications at 65%, 95%, 100%CD and Bid Set in PDF and CAD formats.
2. Preparation of addendum as needed during bidding phase.
3. Responses to RFIs and Submittals during construction phase.
4. Punch list in PDF format.

ASSUMPTIONS:

1. Addressing ADA deficiencies for the public sidewalk is excluded.
2. Foundation design of play structure and fitness equipment to be provided by MFR's engineer.
3. Installation of empty fiber conduit is excluded.
4. No lighting is required along the perimeter decomposed granite path.
5. No power is required at the new group fitness stations.
6. Park improvements to existing utility services including fire hydrants, water meters, and transformers are assumed to be adequate for the project scope of work. Modifications to existing services are not included within the scope of services.
7. Permit, plan check, inspection and other agency fees are not included.
8. Playground structural calculations are not required as part of the building permit submittal.
9. Project area shall be approximately 1.5 acre with a construction budget not to exceed \$ 5.5 million as shown in the Park Master Plan per Exhibit A.
10. Renovation of existing building is excluded, except for the items listed under Optional Services 15.3 Restroom Accessibility Barrier Removal. The following items related to restroom are excluded:
 - Building upgrades to bring into fire code compliance
 - Electrical, mechanical, plumbing, structural engineering or specifying
 - Hazardous material mitigation
 - Security alarm
11. Structural engineering for all prefabricated structures including shade structures shall be provided by the manufacturer at the time of purchase order and available to the City for final review and approval as a deferred submittal.
12. Services not defined above will be considered Additional Services.
13. Traffic control plans shall be provided by Contractor.
14. Upgrade of existing drinking fountain is excluded.

**APPENDIX A1 TO EXHIBIT A
CITY'S PROJECT MANAGEMENT SOFTWARE E-BUILDER**

General Requirements:

- a. Consultant and Subcontractors shall provide at a minimum, the following to its staff:
 - i. **Computer:** Minimum Intel Pentium® 4 Processor 2.4 GHz or equivalent processor with 512MB of RAM; recommended Centrino Duo® Processors 1.6 GHz or equivalent with 2GB of RAM, or higher.
 - ii. **Computer Operation System:** Windows XP, Windows Vista, or Windows 7
 - iii. **Web Browser:** Microsoft Internet Explorer 9
 - iv. **Work and Spreadsheet Processors:** Microsoft Office Word, Excel and Outlook
 - v. **Scheduling Software:** Microsoft Project or Primavera
 - vi. **Internet Service Provider:** A reliable ISP in the area of the Project
 - vii. **Connection Speed/Minimum Bandwidth:** DSL, ADSL or T1 Line for transferring a minimum of 3 Mbps Downstream and 512 Kbps Upstream
- b. Consultant and Subcontractors shall provide its management personnel assigned to this Project with access to personal computers and the Internet on a daily basis.

Project Web Requirements:

- a. This project will utilize a web-based project management tool called e-Builder Enterprise™. This web-based application is a collaboration tool, which will allow all project team members continuous access through the Internet to important project data as well as up to the minute decision and approval status information.
- b. Consultant and Subcontractors shall conduct Project controls, outlined by the Owner, Development Manager, and Construction Manager, utilizing e-Builder Enterprise™. **This designated web-based application will be provided by the Consultant to the Subcontractors.** No additional software will be required. Furthermore, the Development Manager will assist Consultant in providing training of Subcontractor's personnel.
- c. Consultant and Subcontractors shall have the responsibility for visiting the Project web site on a daily basis, and as necessary to be kept fully apprised of Project developments, for correspondence, assigned tasks and other matters that transpire on the site. These may include but are not limited to: Contracts, Contract Exhibits, Contract Amendments, Drawing Issuances, Addenda, Bulletins, Permits, Insurance & Bonds, Safety Program Procedures, Safety Notices, Accident Reports, Personnel Injury Reports, Schedules, Site Logistics, Progress Reports, Daily Logs, Non-Conformance Notices, Quality Control Notices, Punch Lists, Meeting Minutes, Requests for Information, Submittal Packages, Substitution Requests, Monthly Payment Request Applications, Supplemental Instructions, Construction Variation Directives, Potential Variation Orders, Variation Order Requests, Variation Orders, and the like. All supporting data including but not limited to shop drawings, product data sheets, manufacturer data sheets and instructions, method statements, safety MSDS sheets, Substitution Requests and the like will be submitted in digital format via e-Builder Enterprise™.

Electronic File Requirements:

In addition to the standard closeout submittal requirements detailed elsewhere in the Contract Documents, the Consultant and Subcontractors shall also submit all closeout documents including all "As-Built Drawings", catalog cuts and Owner's Operation and Maintenance manuals in digital format. All documents (including as-built drawings) shall be converted or scanned into the Adobe Acrobat (.PDF) file format and uploaded to e-Builder Enterprise™.

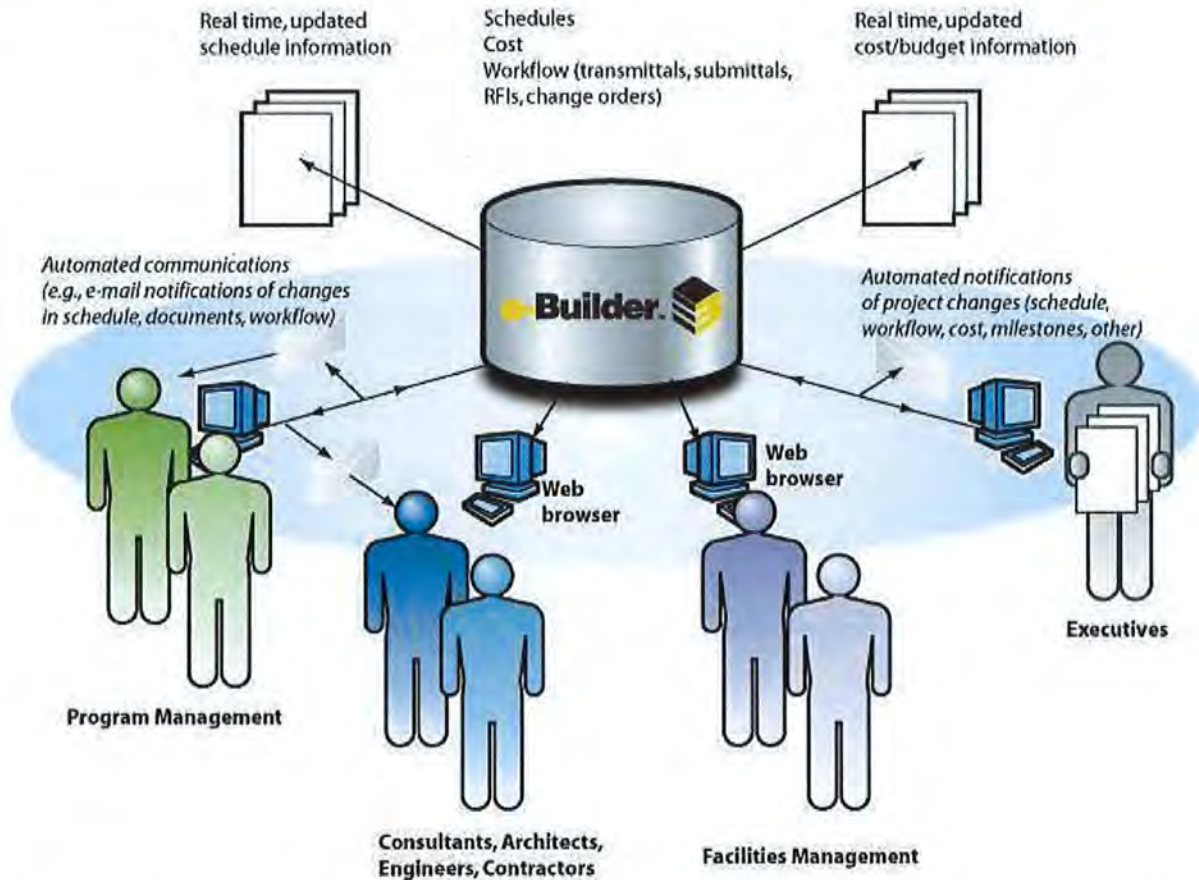
Builder Implementation Requirements

e-Builder Enterprise™ is a comprehensive Project and Program Management system that will be implementing for managing documents, communications and costs between the Consultant, Subcontractors, Design Consultants and Owner. e-Builder Enterprise™ includes extensive reporting capabilities to facilitate detailed project reporting in a web-based environment that is accessible to all parties and easy to use.

Central Document Vault: e-Builder Enterprise™ system includes a central database that maintains all project information and manages project communications amongst team members.

Communication/Correspondence: e-Builder provides electronic routable communication forms that provide historical tracking, documentation, and increased accountability of project members.

Project Calendars: Meetings will be scheduled and maintained centrally on e-Builder Enterprise™



Reporting: All of the project and program data including documents, communications and costs are accessible through integrated online reports. These reporting tools are completely configurable by each user. All reports can be exported to Excel for added flexibility.

E-Builder Licensing Requirements

E-Builder Enterprise™ User Licenses: Each user license is for access to the site consisting of unlimited data storage. Users can be direct employees of the Consultant as well as its Subcontractors and/or Suppliers.

Each user license includes full access to e-Builder Enterprise™ including all of the documents and reports mentioned above. Furthermore, each user license provides the e-Builder software as a service (SaS) including:

- All hosting, operation, maintenance, and data backup of the e-Builder Enterprise™ software and documents which are maintained in state-of-the-art data centers located throughout the United States.
- Quarterly e-Builder Enterprise™ software enhancements
- Unlimited phone, email, and web-based support 24-hours:

e-Builder Enterprise™ user licenses shall be obtained by the Owner, Development Manager, Construction Manager, Design Consultants, QA/QC Agencies, and Project Management staff in which the Consultant is not responsible.

APPENDIX A2 TO EXHIBIT A – DRAFT PROJECT SCHEDULE

PROJECT SCHEDULE: Henry Schmidt Park - PHASE 1
12/20/2022

		2023								
		January	February	March	April	May	June	July	August	
TASK 1 - PROJECT RESEARCH AND SITE ASSESSMENT										
Subtask 1.1	City Kick Off Meeting	●								
Subtask 1.2	Proeject Schedule		●							
Subtask 1.3	Arborist Tree Inventory Report		■	■						
Subtask 1.4	Eletrical Infrastructure Invetigation		■	■						
Subtask 1.5	Topographic Survey and Mapping		■	■	■					
Subtask 1.6	Geotechnical Investigation					■	■	■	■	
Subtask 1.7	Site Analysis & Data Review		■	■	■	■				
TASK 2 - SCHEMATIC DESIGN/PUBLIC OUTREACH										
Subtask 2.1	Public Outreach Preparation		■	■	●					
Subtask 2.2	Survey Preparation		●	■						
Subtask 2.3	Public Outreach Meeting (03/18/23)			◆						
Subtask 2.4	Preliminary Schematic Designs				■	■	■			
Subtask 2.5	Preliminary Cost Estimate					■	■			
Subtask 2.6	PRC #1 - Draft /Final Slide Deck Deliverable Date (5/16/23)						■			
	Parks and Recreation Commission Review Meeting #1						■			
Subtask 2.7	Final Schematic Design						■	■	■	
Subtask 2.8	Final Schematic Design Cost Estimate							■		
TASK 3 - FINAL DRAFT SCHEMATIC DESIGNS										
Subtask 3.1	Draft/Final Slide deck deliverable date (7/18/23)							●		
	Parks and Recreation Commission Review Meeting #2								■	
Subtask 3.2	City Council Review Meeting (8/8/23)									■

- City Meeting/Check in call
- ◆ Public Outreach Meeting
- Public Meeting (Park + Rec Commission, Council)
- Work in progress

APPENDIX A2 TO EXHIBIT A PHASE II MILESTONE SCHEDULE

Phase II

65% Construction Documents (including 4 weeks City review) 10 weeks

95% Construction Documents (including 4 weeks City review) 10 weeks

100% Construction Documents (including 4 weeks City review) 9 weeks

Bid Documents (including 3 weeks City review) 8 weeks

Bid and Award Phase

Provide clarifications and assistance during the bidding phase to satisfactorily answer any questions from prospective bidders 2 days response time

Project Close-Out

Prepare Record Drawing 2 weeks

**AGREEMENT FOR DESIGN PROFESSIONAL SERVICES
 BETWEEN THE
 CITY OF SANTA CLARA, CALIFORNIA,
 AND
 DAVID L. GATES & ASSOCIATES, INC.
 FOR
 HENRY SCHMIDT PARK REHABILITATION PROJECT
 EXHIBIT B
 SCHEDULE OF FEES**

1. GENERAL PAYMENT

The total payment to the Consultant for Basic Services, including Optional Tasks, as stated in Exhibit A, Scope of Services, shall not exceed \$461,405. The amount billed to City for pre-approved Additional Services shall not exceed the sum of \$46,141. In no event shall the amount billed to City by Consultant for Services under this Agreement exceed \$507,546 subject to budget appropriations.

Consultant shall bill City on a monthly basis for Services provided by Consultant during the preceding month on an invoice and in a format approved by City and subject to verification and approval by City. Billing shall be proportionate to the Services performed for each task completed. The invoice shall describe the Task completed, and percentage completed by Task, and total during the invoice period. The invoice shall also show the total to be paid for the invoice period. City will pay Consultant within thirty (30) days of City's receipt of an approved invoice.

2. FEE SCHEDULE

Consultant's compensation is set forth below. The fees include all labor, materials, equipment, overhead, general administrative costs, and profit.

Table 1: Fixed Fee Schedule

Description	Basis of Compensation	Total
Phase 1		
Task 1 - Project research and site assessment		
Task 1.1 Kick off meeting	Fixed Fee	\$1,350
Task 1.2 Project Schedule	Fixed Fee	\$600
Task 1.3 Arborist Tree Inventory	Fixed Fee	\$4,750
Task 1.4 Electrical	Fixed Fee	\$540
Task 1.5 Topographic Survey and Mapping	Fixed Fee	\$29,980
Task 1.6 Geotech	Fixed Fee	\$11,090
Task 1.7 Site Analysis	Fixed Fee	\$6,085
Subconsultants	Fixed Fee	
Subtotal (Task 1)		\$54,395
Task 2 - Schematic design and public outreach		
Task 2.1 Public Outreach Prep	Fixed Fee	\$720

Task 2.2 Survey Preparation	Fixed Fee	\$3,120
Task 2.3 Public Outreach Meeting	Fixed Fee	\$5,400
Task 2.4 Preliminary Designs	Fixed Fee	\$11,460
Task 2.5 Preliminary Cost Estimates	Fixed Fee	\$2,440
Task 2.6 PRC Meeting #1	Fixed Fee	\$3,500
Task 2.7 Final Design	Fixed Fee	\$9,130
Task 2.8 Final Cost Estimate	Fixed Fee	\$2,040
Task 2.9 PRC Review Meeting #2	Fixed Fee	\$3,500
Task 2.10 City council presentation	Fixed Fee	\$3,900
Subtotal (Task 2)		\$45,210
Phase 2		
Task 3 – 65% Construction Documents	Fixed Fee	\$96,080
Task 4 – 95% Construction Documents	Fixed Fee	\$71,480
Task 5 – 100% Construction Documents	Fixed Fee	\$47,450
Task 6 – Bid Documents	Fixed Fee	\$10,395
Task 7 – Bid & Award Phase	Fixed Fee	\$7,100
Task 8 – Construction Phase	Fixed Fee	\$60,045
Task 9 – Post-Construction Phase	Fixed Fee	\$8,330
Optional Task 10 SWPPP and QSD/QSP, Restroom Accessibility	Fixed Fee	\$60,920
Additional Services	See Section 4	\$46,141
Total Cost		\$507,546

In no event shall the amount billed to City by Consultant for BASIC SERVICES under this Agreement exceed **\$461,405**.

3. REIMBURSABLE EXPENSES

Reimbursable Expenses shall not be billed by the Consultant under this Agreement. Full compensation for all expenses shall be considered as included in the hourly rates billed.

The following are samples of items that are considered as included as part of the hourly rates paid for Basic Services and are not considered for additional compensation:

- Basic Office Expenses such as overhead, paper, pens, pencils, ink cartridges
- Insurance Expenses, Applicable Taxes, Computer Time
- Travel Expenses (local and long distance), including meals and gas
- Faxes
- Local and Long Distance Telephone Expenses (land line and cellular phones)
- US Mail
- Paper Cost
- Copying Cost
- Plotting Cost

4. ADDITIONAL SERVICES

Additional Services consists of work not included in the Scope of Services outlined within this Agreement. Pre-approved Additional Services shall be billed to City at the fixed hourly rates shown below in Table 2 and 3 for Phase I and Phase II respectfully, or at an agreed negotiated lump sum price. Monthly billing for Additional Services shall be consistent with the term set forth in this Agreement. Payment for any Additional Services is allowed only if written authorization is given by the City Engineer in advance of the work to be performed. Additional Services shall not exceed \$46,141.

Table 2: Phase I Rate Schedule

Classification	Regular Hourly Rate
Partner	\$240
Principal	\$220
Associate Principal	\$200
Senior Associate	\$175
Job Captain	\$155
Sr. Irrigation Designer	\$175
Community Outreach Facilitator	\$160
Marketing Coordinator	\$150
Administrative/Drafter	\$135

Table 3: Phase II Rate Schedule

Classification	Regular Hourly Rate
Partner	\$240
Principal	\$220
Associate Principal	\$200
Senior Associate	\$175
Job Captain	\$160
Sr. Irrigation Designer	\$175
Community Outreach Facilitator	\$175
Marketing Coordinator	\$150
Administrative/Drafter	\$135

4. PAYMENT SCHEDULE

- 4.1.** Consultant shall base its invoice on the percentage of services for each task completed during the previous month.
- 4.2.** City will pay Consultant with in thirty (30) days of City's receipt of an approved invoice.

**AGREEMENT FOR DESIGN PROFESSIONAL SERVICES
BETWEEN THE
CITY OF SANTA CLARA, CALIFORNIA,
AND
DAVID L. GATES & ASSOCIATES, INC.**

PREAMBLE

This Agreement is entered into as of the City's execution date (Effective Date) between the City of Santa Clara, California, a chartered California municipal corporation (City) and David L. Gates & Associates, Inc., a California corporation (Consultant). City and Consultant may be referred to individually as a "Party" or collectively as the "Parties" or the "Parties to this Agreement."

RECITALS

- A. City desires to secure the design professional services more fully described in this Agreement, at Exhibit A, entitled "Scope of Services";
- B. "Design professional" includes licensed architects, licensed landscape architects, registered professional engineers and licensed professional land surveyors;
- C. Consultant represents that it, and its subcontractors, if any, have the professional qualifications, expertise, necessary licenses and desire to provide certain goods and/or required services of the quality and type which meet objectives and requirements of City; and,
- D. The Parties have specified herein the terms and conditions under which such services will be provided and paid for.

The Parties agree as follows:

AGREEMENT TERMS AND CONDITIONS

1. AGREEMENT DOCUMENTS

The documents forming the entire Agreement between City and Consultant shall consist of these Terms and Conditions and the following Exhibits, which are hereby incorporated into this Agreement by this reference:

Exhibit A – Scope of Services

Exhibit B – Schedule of Fees

Exhibit C – Insurance Requirements

Exhibit D – Labor Compliance Addendum

This Agreement, including the Exhibits set forth above, contains all the agreements, representations and understandings of the Parties, and supersedes and replaces any previous agreements, representations and understandings, whether oral or written. In the event of any inconsistency between the provisions of any of the Exhibits and the Terms and Conditions, the Terms and Conditions shall govern and control.

2. TERM OF AGREEMENT

Unless otherwise set forth in this Agreement or unless this paragraph is subsequently modified by a written amendment to this Agreement, the term of this Agreement shall begin on the Effective Date and terminate December 31, 2025.

3. SCOPE OF SERVICES & PERFORMANCE SCHEDULE

Consultant shall perform those Services specified in Exhibit A within the time stated in Exhibit A. Time is of the essence.

- A. All reports, costs estimates, plans and other documentation which may be submitted or furnished by Consultant shall be approved and signed by an appropriate qualified licensed professional in the State of California.
- B. The title sheet for specifications and reports, and each sheet of plans, shall bear the professional seal, certificate number, registration classification, expiration date of certificate and signature of the design professional responsible for their preparation.

4. WARRANTY

Consultant expressly warrants that all materials and services covered by this Agreement shall be fit for the purpose intended, shall be free from defect and shall conform to the specifications, requirements and instructions upon which this Agreement is based. Consultant agrees to promptly replace or correct any incomplete, inaccurate or defective Services at no further cost to City when defects are due to the negligence, errors or omissions of Consultant. If Consultant fails to promptly correct or replace materials or services, City may make corrections or replace materials or services and charge Consultant for the cost incurred by City.

5. QUALIFICATIONS OF CONSULTANT - STANDARD OF CARE

Consultant represents and maintains that it has the expertise in the professional calling necessary to perform the Services, and its duties and obligations, expressed and implied, contained herein, and City expressly relies upon Consultant's representations regarding its skills and knowledge. Consultant shall perform such Services and duties in conformance to and consistent with the

professional standards of a specialist in the same discipline in the State of California.

6. CONFLICT OF INTEREST (FORM 700)

In accordance with the California Political Reform Act (Government Code section 81000 et seq.) and the City's Conflict of Interest Code, Consultant shall cause each person who will be principally responsible for providing the service and deliverables under this Agreement as having to file a Form 700 to do each of the following:

- A. Complete and file the Form 700 no later than thirty (30) calendar days after the date the person begins performing services under the Agreement and all subsequent Form 700s in conformance with the requirements specified in the California Political Reform Act; and
- B. File the Form 700 with the City's Clerk Office.

7. COMPENSATION AND PAYMENT

In consideration for Consultant's complete performance of Services, City shall pay Consultant for all materials provided and Services rendered by Consultant in accordance with Exhibit B, entitled "SCHEDULE OF FEES." The maximum compensation of this Agreement is set forth in Section 1 of Exhibit B, subject to budget appropriations, which includes all payments that may be authorized for Services and for expenses, supplies, materials and equipment required to perform the Services. All work performed or materials provided in excess of the maximum compensation shall be at Consultant's expense. Consultant shall not be entitled to any payment above the maximum compensation under any circumstance.

8. TERMINATION

- A. Termination for Convenience. City shall have the right to terminate this Agreement, without cause or penalty, by giving not less than Thirty (30) days' prior written notice to Consultant.
- B. Termination for Default. If Consultant fails to perform any of its material obligations under this Agreement, in addition to all other remedies provided by law, City may terminate this Agreement immediately upon written notice to Consultant.
- C. Upon termination, each Party shall assist the other in arranging an orderly transfer and close-out of services. As soon as possible following the notice of termination, but no later than ten (10) days after the notice of termination, Consultant will deliver to City all City information or material that Consultant has in its possession.

9. ASSIGNMENT AND SUBCONTRACTING

City and Consultant bind themselves, their successors and assigns to all covenants of this Agreement. This Agreement shall not be assigned or transferred without the prior written approval of City. Consultant shall not hire subcontractors without express written permission from City.

Consultant shall be as fully responsible to City for the acts and omissions of its subcontractors, and of persons either directly or indirectly employed by them, as Consultant is for the acts and omissions of persons directly employed by it.

10. NO THIRD PARTY BENEFICIARY

This Agreement shall not be construed to be an agreement for the benefit of any third party or parties and no third party or parties shall have any claim or right of action under this Agreement for any cause whatsoever.

11. INDEPENDENT CONSULTANT

Consultant and all person(s) employed by or contracted with Consultant to furnish labor and/or materials under this Agreement are independent contractors and do not act as agent(s) or employee(s) of City. Consultant has full rights to manage its employees in their performance of Services under this Agreement.

12. CONFIDENTIALITY OF MATERIAL

All ideas, memoranda, specifications, plans, manufacturing procedures, data, drawings, descriptions, documents, discussions or other information developed or received by or for Consultant and all other written information submitted to Consultant in connection with the performance of this Agreement shall be held confidential by Consultant and shall not, without the prior written consent of City, be used for any purposes other than the performance of the Services nor be disclosed to an entity not connected with performance of the Services. Nothing furnished to Consultant which is otherwise known to Consultant or becomes generally known to the related industry shall be deemed confidential.

13. OWNERSHIP OF MATERIAL

All material, which shall include, but not be limited to, data, sketches, tracings, drawings, plans, diagrams, quantities, estimates, specifications, proposals, tests, maps, calculations, photographs, reports, designs, technology, programming, works of authorship and other material developed, collected, prepared or caused to be prepared under this Agreement shall be the property of City but Consultant may retain and use copies thereof. City shall not be limited in any way or at any time in its use of said material. However, Consultant shall not be responsible for damages resulting from the use of said material for work other than Project, including, but not limited to, the release of this material to third parties.

14. RIGHT OF CITY TO INSPECT RECORDS OF CONSULTANT

City, through its authorized employees, representatives or agents shall have the right during the term of this Agreement and for four (4) years from the date of final payment for goods or services provided under this Agreement, to audit the books and records of Consultant for the purpose of verifying any and all charges made by Consultant in connection with Consultant compensation under this Agreement, including termination of Consultant. Consultant agrees to maintain sufficient books and records in accordance with generally accepted accounting principles to establish the correctness of all charges submitted to City. Any expenses not so recorded shall be disallowed by City. Consultant shall bear the cost of the audit if the audit determines that there has been a substantial billing deviation in excess of five (5) percent adverse to the City.

Consultant shall submit to City any and all reports concerning its performance under this Agreement that may be requested by City in writing. Consultant agrees to assist City in meeting City's reporting requirements to the State and other agencies with respect to Consultant's Services hereunder.

15. HOLD HARMLESS/INDEMNIFICATION

To the extent permitted by law, Consultant agrees to protect, defend, hold harmless and indemnify City, its City Council, commissions, officers, employees, volunteers and agents from and against any claim, injury, liability, loss, cost, and/or expense or damage, including all costs and attorney's fees in providing a defense to any such claim or other action, and whether sounding in law, contract, tort, or equity, to the extent arising out of, pertaining to, or related to the negligence, recklessness, or willful misconduct of the Consultant, its employees, subcontractors, or agents in the performance, or non-performance, of Services under this Agreement.

16. INSURANCE REQUIREMENTS

During the term of this Agreement, and for any time period set forth in Exhibit C, Consultant shall provide and maintain in full force and effect, at no cost to City, insurance policies as set forth in Exhibit C.

17. WAIVER

Consultant agrees that waiver by City of any one or more of the conditions of performance under this Agreement shall not be construed as waiver(s) of any other condition of performance under this Agreement. Neither City's review, acceptance nor payments for any of the Services required under this Agreement shall be constructed to operate as a waiver of any rights under this Agreement or of any cause of action arising out of the performance of this Agreement.

18. NOTICES

All notices to the Parties shall, unless otherwise requested in writing, be sent to City addressed as follows:

City of Santa Clara
Attention: Parks & Recreation Department
1500 Warburton Avenue
Santa Clara, CA 95050
and by e-mail at jteixeira@santaclaraca.gov

And to Consultant addressed as follows:

David L. Gates & Associates
Attention: Casey Case
1655 N. Main Street, Suite 365
Walnut Creek, CA 94569
and by e-mail at casey@dgates.com

The workday the e-mail was sent shall control the date notice was deemed given. An e-mail transmitted after 1:00 p.m. on a Friday shall be deemed to have been transmitted on the following business day.

19. COMPLIANCE WITH LAWS

Consultant shall comply with all applicable laws and regulations of the federal, state and local government, including but not limited to "The Code of the City of Santa Clara, California" ("SCCC"). In particular, Consultant's attention is called to the regulations regarding Campaign Contributions (SCCC Chapter 2.130), Lobbying (SCCC Chapter 2.155), Minimum Wage (SCCC Chapter 3.20), Business Tax Certificate (SCCC section 3.40.060), and Food and Beverage Service Worker Retention (SCCC Chapter 9.60), as such Chapters or Sections may be amended from time to time or renumbered. Additionally Consultant has read and agrees to comply with City's Ethical Standards (<http://santaclaraca.gov/home/showdocument?id=58299>).

20. CONFLICTS OF INTEREST

Consultant certifies that to the best of its knowledge, no City officer, employee or authorized representative has any financial interest in the business of Consultant and that no person associated with Consultant has any interest, direct or indirect, which could conflict with the faithful performance of this Agreement. Consultant is familiar with the provisions of California Government Code section 87100 and

following, and certifies that it does not know of any facts which would violate these code provisions. Consultant will advise City if a conflict arises.

21. FAIR EMPLOYMENT

Consultant shall not discriminate against any employee or applicant for employment because of race, sex, color, religion, religious creed, national origin, ancestry, age, gender, marital status, physical disability, mental disability, medical condition, genetic information, sexual orientation, gender expression, gender identity, military and veteran status, or ethnic background, in violation of federal, state or local law.

22. NO USE OF CITY NAME OR EMBLEM

Consultant shall not use City's name, insignia, or emblem, or distribute any information related to services under this Agreement in any magazine, trade paper, newspaper or other medium without express written consent of City.

23. GOVERNING LAW AND VENUE

This Agreement shall be governed and construed in accordance with the statutes and laws of the State of California. The venue of any suit filed by either Party shall be vested in the state courts of the County of Santa Clara, or if appropriate, in the United States District Court, Northern District of California, San Jose, California.

24. SEVERABILITY CLAUSE

In case any one or more of the provisions in this Agreement shall, for any reason, be held invalid, illegal or unenforceable in any respect, it shall not affect the validity of the other provisions, which shall remain in full force and effect.

25. CHANGE PROCEDURES AND AUTHORIZATION

- A. Change Orders. Any changes to this Agreement that relate to (i) the deletion of Services, (ii) adding additional Services, or (iii) changing or modifying Services, not to exceed the maximum compensation of this Agreement, shall be made by a written change order authorized by the designated project managers.

- B. Amendments. Any changes to this Agreement that relate to (i) an increase in the maximum compensation of this Agreement, or (ii) the term of this Agreement, or (iii) any other terms or conditions of the Agreement not covered by the Change Order provisions set forth above, may only be made by a written amendment duly authorized and executed by the Parties to this Agreement.

26. COUNTERPARTS

This Agreement may be executed in counterparts, each of which shall be deemed to be an original, but both of which shall constitute one and the same instrument.

The Parties acknowledge and accept the terms and conditions of this Agreement as evidenced by the following signatures of their duly authorized representatives.

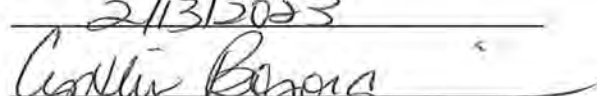
CITY OF SANTA CLARA, CALIFORNIA
a chartered California municipal corporation

Approved as to Form:



Office of the City Attorney
City of Santa Clara

Dated: 2/13/2023



Office of the City Manager
1500 Warburton Avenue
Santa Clara, CA 95050
Telephone: (408)
615-2210 Fax: (408)
241-6771

"CITY"

DAVID L. GATES & ASSOCIATES, INC.
a California corporation

Dated: January 19, 2023

By (Signature): 

Name: Casey Case

Title: President

Principal Place of 1655 N. Main Street, Suite 365

Business Address: Walnut Creek, CA 94569

Email Address: casey@dgates.com

Telephone: (925) 736-8176, ext 2000

Fax: ()

"CONSULTANT"

EXHIBIT A SCOPE OF SERVICES

The Services to be performed for the City by the Consultant under this Agreement are set forth below.

1. INTRODUCTION

- 1.1. Consultant shall perform or caused to be performed in accordance with this Agreement all work and services required to develop a master plan for the Henry Schmidt Park Rehabilitation Project (the "Project").
- 1.2. To the extent not inconsistent with this Agreement between the City and Consultant including this Scope of Services, the City's SOQ 22-23-17 (including subsequent updates), Consultant's proposal response dated September 12, 2022, and presentation materials dated October 12, 2022 are hereby incorporated by reference herein, and shall supplement this Scope of Services and be subject to the terms and conditions of the Agreement.

2. DOCUMENTS

This Exhibit contains the following Appendices:

- 2.1. Appendix A1 – City's Project Management Software E-Builder
- 2.2. Appendix A2 – Draft Project Schedule

3. GENERAL REQUIREMENTS

- 3.1. Consultant shall perform all design and engineering services in accordance with the Department of Transportation Standard and Details, City Standard Plans and Specifications, Parks and Recreation Standard Specifications and Details, Americans with Disabilities Act (ADA) Design Guidelines, latest building and fire codes, and other applicable codes and standards. The City shall have the right to review all drawings, specifications, and other documents and electronic records relating to such services.
- 3.2. For any field work that involves subsurface excavation and/or coring, Consultant shall submit a plan of work for the City's review and approval prior to proceeding.
- 3.3. Any changes to the project team through the course of the Services shall be approved in writing by City.

4. RESPONSIBILITIES OF CITY

The City will provide to Consultant the following information and support for the Project as available and as required for the Project:

- 4.1. Record drawings.

- 4.2. City's Standard Details, Specifications, Benchmark, and Design Criteria.
- 4.3. Storm Drain (SD), Sanitary Sewer (SS), Electric, Fiber, Water and Recycled Water Block Book Maps.
- 4.4. Geographic Information System (GIS) data including land parcels, street centerlines, City sanitary sewers, City storm drains, and aerial photographic tiles.
- 4.5. Payment of permit application fees with other internal departments.
- 4.6. Filing exemption under the California Environmental Quality Act.
- 4.7. Any other relevant data or records.

5. PROJECT MANAGEMENT

Generally, Consultant shall:

- 5.1. Utilize the City's Project Management Software E-Builder for general project management. See Appendix A1.
- 5.2. Manage its team and overall project activities consistent with the requirements set forth in this Agreement including but not limited to maintaining the Project within schedule and budget.
- 5.3. Manage subconsultants, maintain schedule and budget, anticipate and mitigate potential design issues and delays, and coordinate and update the City on the overall progress of the Project.
- 5.4. Organize and attend project meetings with the City to discuss project progress, decisions and direction, and to coordinate activities. Meetings shall be held at key project milestones and shall include, but are not limited to:
 - 5.4.1. Kick-off Meeting
 - 5.4.2. Preliminary/Evaluation Meeting
 - 5.4.3. Community Meeting
 - 5.4.4. Parks and Recreation Commission Meeting(s)
 - 5.4.5. City Council Meeting(s)
- 5.5. Coordinate with all affected parties, including the City, design team members, consultants, utility companies, and other governmental agencies as may be required for completion of project deliverables and coordination of Quality Assurance/Quality Control (QA/QC) activities.
- 5.6. Meetings shall be budgeted for and invoiced under each respective task or activity requiring a meeting and not as project management. Preparation for meetings shall be considered as included in the task or activity for which the meeting is involved. A kick-off meeting shall be conducted with designated City staff prior to beginning work to review anticipated tasks and schedule, review available information and needs, and address any outstanding questions regarding the project moving forward raised by City or Consultant.

During the course of the agreement, while there is active work on the Project, Consultant shall schedule and attend brief bi-weekly (every other week) conference call with the City. The purpose of these bi-weekly conference calls will be to keep City apprised on the Project's progress and address any issues that may arise during the course of the Project.

- 5.7. Provide monthly progress reports.
- 5.8. Coordinate with project stakeholders as needed to inform each stakeholder of the project work and incorporate any necessary accommodations into the final submittal documents.
- 5.9. Provide Review/Plan Check Log (Response Matrix) summarizing comments received from various City Departments/Divisions and agencies. Response Matrix shall include, but not be limited to, commenting department/division or agency, comments, response to comments, action items, and person responsible for follow up. Consultant shall be responsible for resolving comments from each commenter and shall identify to City any comments that cannot be resolved to have final discussion and resolution. Submit Response Matrix in electronic format with each route of plan check submittal.
- 5.10. Conduct QC reviews in accordance with its QA Program guidelines. Consultant shall provide a copy of its QA Program guidelines and shall provide a QC report at the end of each task. Time spent for QA-QC reviews for specific deliverables shall be budgeted and billed under each respective task requiring QA-QC review and not as Project Management.
- 5.11. Consultant administrative staff time spent preparing invoices shall be considered as included in the overhead of the Consultant's basic hourly rates and shall not be billed. Additionally, addressing administrative issues, such as preparing additional services requests or budget modifications, shall also be considered as included in the overhead of the Consultant's basic hourly rates and shall not be billed to the City as additional cost.
- 5.12. **Deliverables:**
 - 5.12.1. Progress schedules in Microsoft Project format (submitted electronically as an 11" x 17" PDF file and in native Microsoft Project format).
 - 5.12.2. QA Program guidelines and QC reports for each task (in PDF file).
 - 5.12.3. Meeting agendas, preparation materials, and meeting minutes for each project meeting (in PDF file).
 - 5.12.3.1. Monthly progress reports and invoices (in PDF file).
 - 5.12.3.2. Estimate – One (1) PDF and one (1) Microsoft Excel file.
 - 5.12.3.3. Miscellaneous project information (as requested).
 - 5.12.3.4. Meeting minutes – one (1) PDF and one (1) Microsoft Word file.

6. PROJECT SCHEDULE

- 6.1. Attached as Appendix A2 is the Draft Project Schedule. The Parties shall agree on the Approved Project Schedule as set forth in Section 8.1.2.
- 6.2. Consultant shall monitor and update the Approved Project Schedule throughout the course of the Project. The Approved Project Schedule shall show significant milestones for the Project. Consultant shall notify City if there are delays or potential delays in any phase of the Project. In such event, Consultant shall make up the schedule in subsequent phases of the Project or provide information to City substantiating a request for time extension (which may not be approved by the City). The Approved Project Schedule shall be maintained at all times and shall be updated each time progress and milestones are achieved and/or changed.
- 6.3. Changes to the Approved Project Schedule shall be at no additional cost, unless there are changes or additions to this Scope of Services. Any changes to the Approved Project Schedule must be mutually agreed to and incorporated into a revised Approved Project Schedule.

7. KEY PERSONNEL

- 7.1. The following individuals are designated as Key Personnel as of the Effective Date of this Agreement.

Name	Title
Chuck Gardella	Principal-in-Charge
Kimmy Chen	Project Manager
Casey Case	Outreach Coordinator
Name of Subconsultants	Role
Sandis	Civil Engineering
BSK Associates	Geotechnical Engineers
Atium Engineering	Electrical Engineers
Lionakis	Structural Engineers
Woodwreeve	Arborist
Proactive Risk Solutions	Playground Inspector

- 7.2. Any replacement of Key Personnel whether requested by the City or Consultant is subject to the City's final approval.

8. PHASE 1 - SITE SURVEY, COMMUNITY OUTREACH, AND SCHEMATIC DESIGN

8.1. Task 1: Project Research and Site Assessment

Consultant shall gather, review, and assess existing data, records, and reports relative to the Project and conduct necessary investigations and analyses required to identify issues that could impact or be impacted by the project. This task includes:

8.1.1. Task 1.1: City Kick-Off Meeting

Consultant shall meet with City to review and discuss options for park program, public outreach, City standards for materials, etc. for the park design.

8.1.2. Task 1.2: Project Schedule

Consultant shall update the Draft Project Schedule with the information received during the kick-off meeting. Upon the City's approval, the schedule shall be designated as the Approved Project Schedule.

8.1.3. Task 1.3: Arborist Tree Inventory Report

Consultant shall visit the site, tag trees, measure the diameter at breast height (DBH), and review the general health, structure, apparent disease or deformities, and provide a tree inventory report to the City. This report will be useful in determining the impact of any potential work within the tree protection zone of each tree.

8.1.4. Task 1.4 Electrical Infrastructure Investigation

Consultant shall explore the existing infrastructure and assess potential for service upgrades and/or new infrastructure and support for buildings and park amenities. The electrical engineering, fiber requirements, and site lighting approach would be predicated on an initial review of existing equipment, power and lighting to identify opportunities for improvements along pathways, parking lots, and play areas. Further, it will explore and assess the existing infrastructure to determine capabilities as well as the requirements for "smart park" features (WIFI, irrigation, automated doors and gates).

8.1.5. Task 1.5: Topographic Survey and Mapping

Consultant shall perform a topographic survey including all hardscape and softscape, and locate surface-visible utility features and improvements. At manholes and accessible structures, measure invert elevations will be noted of all gravity storm drains and sewer pipes.

8.1.6. Task 1.6: Geotechnical Investigation

Consultant shall perform subsurface exploration including two to three borings, with laboratory soils testing, including infiltration rate testing. Consultant shall prepare a geotechnical report summarizing the results and providing recommendations. The report will provide valuable information for use in engineering of the buildings, structure footings, pavement, and potential retaining walls.

8.1.7. Task 1.7: Site Analysis & Data Review

Consultant shall gather, review, and assess existing data, records, and reports relative to the Project and conduct necessary investigations and analyses required to identify issues that could

impact or be impacted by the Project, including but are not limited evaluating ADA pedestrian pathway and completing site survey and base setup.

8.2. Task 2: Schematic Design/Public Outreach

8.2.1. Task 2.1 Public Outreach Preparation

Consultant shall prepare public outreach materials such as image boards with the preliminary schematic park plan, options for park elements, playground imagery, site furniture, and an existing condition exhibit.

8.2.2. Task 2.2: Survey Preparation

Consultant shall work with the City to develop an online survey with questions and images focusing on Primary Design Elements and options, and meet with the City to review prior to presenting at the public meetings.

8.2.3. Task 2.3: Public Outreach Meeting

8.2.3.1. Consultant shall prepare all presentation materials, including graphic boards, reports, etc., and present amenity options to the public in a two-hour meeting. Public, user groups, potential donors, and staff may attend. This may be an online meeting or an in-person meeting, as determined by the City.

8.2.3.2. Consultant shall also gather input from the community via online polling and surveys.

8.2.3.3. Consultant shall document the feedback and consensus achieved.

8.2.4. Task 2.4: Preliminary Schematic Designs

Consultant shall develop two to three preliminary schematic designs which incorporate input from the public, user groups, potential donors, and City staff.

8.2.5. Task 2.5: Preliminary Cost Estimate

Consultant shall prepare a Rough Order of Magnitude (ROM) style of cost estimate for the preliminary schematic designs to aid the City in its decision-making.

8.2.6. Task 2.6: Parks and Recreation Commission Review Meeting #1

8.2.6.1. Consultant shall meet with the PRC to initiate public outreach for the Project.

8.2.6.2. Consultant shall present to the PRC the public input received and two to three preliminary schematic park plans.

8.2.6.3. Consultant shall gather input and feedback from the PRC.

8.2.7. Task 2.7: Final Schematic Design

8.2.7.1. Based on the input gathered from the community, the PRC, and the City, Consultant shall develop an accurate and scaled Site Plan and Draft Schematic Design (SD) for written approval by the City that will include:

8.2.7.1.1. overall location and site plan;

8.2.7.1.2. existing conditions;

8.2.7.1.3. schematic design options, including building as necessary

8.2.7.1.4. playground use matrix with elements of play;

8.2.7.1.5. elevations/grading/drainage;

8.2.7.1.6. irrigation & planting plan;

8.2.7.1.7. lighting plan;

8.2.7.1.8. American with Disabilities Act (ADA) compliant accessible routes;

8.2.7.1.9. other tables; and

8.2.7.1.10. materials/equipment specifications.

8.2.7.2. The City shall notify Consultant as to whether it approves or disapproves the Draft Schematic Design documents. The City will review the Draft Schematic Design documents and will mark them to indicate whether changes and/or corrections are required. Consultant shall address all material comments and questions appropriately including, when appropriate, incorporating the comments, corrections and/or changes on the original documents and resubmitting the documents.

8.2.8. Task 2.8: Final Schematic Design Cost Estimate

Consultant shall update the cost estimates to reflect any changes or refinements depicted in the Final Schematic Design.

8.3. Final Draft Schematic Designs

8.3.1. Task 2.9: Parks and Recreation Commission Review Meeting #2

Consultant shall present to the PRC a Final Schematic Design for recommendation to the City Council for approval.

8.3.2. Task 2.10: City Council Review Meeting

8.3.2.1. Consultant shall present to the City Council the recommended Schematic Design.

8.3.2.2. Consultant shall gather input and feedback from the City Council and make revisions to the Final Schematic Design if necessary.

8.3.2.3. Consultant shall provide unlimited revisions to the Final Draft Schematic Designs, at no additional cost, to ensure the City's satisfaction with the document.

8.4. Phase 1 Deliverables:

8.4.1. Site Topographic Survey

8.4.2. Geotechnical report(s)

8.4.3. Arborist Tree Inventory Report

8.4.4. Two to Three Preliminary Schematic Designs and Preliminary Cost Estimates

8.4.5. One Final Scaled Schematic Design and Final Schematic Design Cost Estimates

8.4.6. PowerPoint Presentations

8.4.7. Meeting Attendance

**APPENDIX A1 TO EXHIBIT A
CITY'S PROJECT MANAGEMENT SOFTWARE E-BUILDER**

General Requirements:

- a. Consultant and Subcontractors shall provide at a minimum, the following to its staff:
 - i. **Computer:** Minimum Intel Pentium® 4 Processor 2.4 GHz or equivalent processor with 512MB of RAM; recommended Centrino Duo® Processors 1.6 GHz or equivalent with 2GB of RAM, or higher.
 - ii. **Computer Operation System:** Windows XP, Windows Vista, or Windows 7
 - iii. **Web Browser:** Microsoft Internet Explorer 9
 - iv. **Work and Spreadsheet Processors:** Microsoft Office Word, Excel and Outlook
 - v. **Scheduling Software:** Microsoft Project or Primavera
 - vi. **Internet Service Provider:** A reliable ISP in the area of the Project
 - vii. **Connection Speed/Minimum Bandwidth:** DSL, ADSL or T1 Line for transferring a minimum of 3 Mbps Downstream and 512 Kbps Upstream
- b. Consultant and Subcontractors shall provide its management personnel assigned to this Project with access to personal computers and the Internet on a daily basis.

Project Web Requirements:

- a. This project will utilize a web-based project management tool called e-Builder Enterprise™. This web-based application is a collaboration tool, which will allow all project team members continuous access through the Internet to important project data as well as up to the minute decision and approval status information.
- b. Consultant and Subcontractors shall conduct Project controls, outlined by the Owner, Development Manager, and Construction Manager, utilizing e-Builder Enterprise™. **This designated web-based application will be provided by the Consultant to the Subcontractors.** No additional software will be required. Furthermore, the Development Manager will assist Consultant in providing training of Subcontractor's personnel.
- c. Consultant and Subcontractors shall have the responsibility for visiting the Project web site on a daily basis, and as necessary to be kept fully apprised of Project developments, for correspondence, assigned tasks and other matters that transpire on the site. These may include but are not limited to: Contracts, Contract Exhibits, Contract Amendments, Drawing Issuances, Addenda, Bulletins, Permits, Insurance & Bonds, Safety Program Procedures, Safety Notices, Accident Reports, Personnel Injury Reports, Schedules, Site Logistics, Progress Reports, Daily Logs, Non-Conformance Notices, Quality Control Notices, Punch Lists, Meeting Minutes, Requests for Information, Submittal Packages, Substitution Requests, Monthly Payment Request Applications, Supplemental Instructions, Construction Variation Directives, Potential Variation Orders, Variation Order Requests, Variation Orders, and the like. All supporting data including but not limited to shop drawings, product data sheets, manufacturer data sheets and instructions, method statements, safety MSDS sheets, Substitution Requests and the like will be submitted in digital format via e-Builder Enterprise™.

Electronic File Requirements:

In addition to the standard closeout submittal requirements detailed elsewhere in the Contract Documents, the Consultant and Subcontractors shall also submit all closeout documents including all "As-Built Drawings", catalog cuts and Owner's Operation and Maintenance manuals in digital format. All documents (including as-built drawings) shall be converted or scanned into the Adobe Acrobat (.PDF) file format and uploaded to e-Builder Enterprise™.

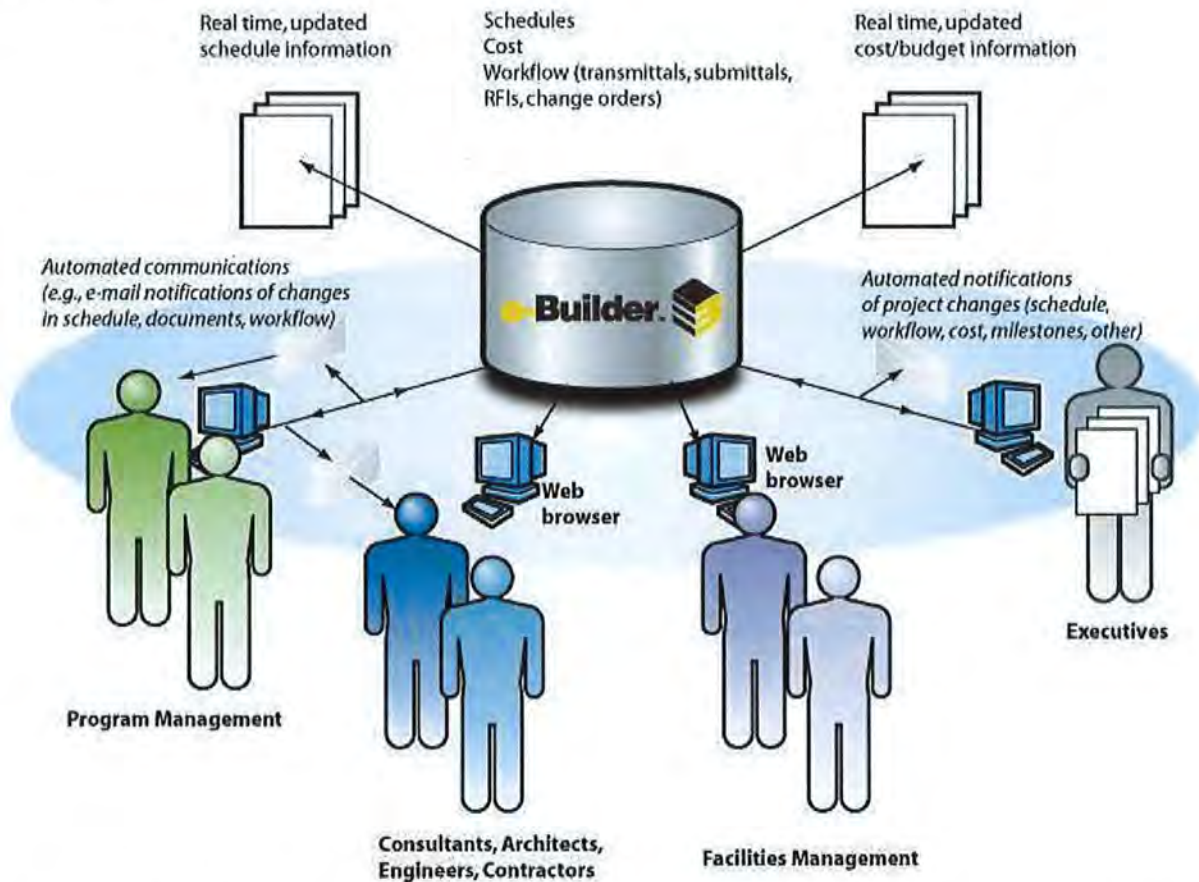
Builder Implementation Requirements

e-Builder Enterprise™ is a comprehensive Project and Program Management system that will be implementing for managing documents, communications and costs between the Consultant, Subcontractors, Design Consultants and Owner. e-Builder Enterprise™ includes extensive reporting capabilities to facilitate detailed project reporting in a web-based environment that is accessible to all parties and easy to use.

Central Document Vault: e-Builder Enterprise™ system includes a central database that maintains all project information and manages project communications amongst team members.

Communication/Correspondence: e-Builder provides electronic routable communication forms that provide historical tracking, documentation, and increased accountability of project members.

Project Calendars: Meetings will be scheduled and maintained centrally on e-Builder Enterprise™



Reporting: All of the project and program data including documents, communications and costs are accessible through integrated online reports. These reporting tools are completely configurable by each user. All reports can be exported to Excel for added flexibility.

E-Builder Licensing Requirements

E-Builder Enterprise™ User Licenses: Each user license is for access to the site consisting of unlimited data storage. Users can be direct employees of the Consultant as well as its Subcontractors and/or Suppliers.

Each user license includes full access to e-Builder Enterprise™ including all of the documents and reports mentioned above. Furthermore, each user license provides the e-Builder software as a service (SaS) including:

- All hosting, operation, maintenance, and data backup of the e-Builder Enterprise™ software and documents which are maintained in state-of-the-art data centers located throughout the United States.
- Quarterly e-Builder Enterprise™ software enhancements
- Unlimited phone, email, and web-based support 24-hours:

e-Builder Enterprise™ user licenses shall be obtained by the Owner, Development Manager, Construction Manager, Design Consultants, QA/QC Agencies, and Project Management staff in which the Consultant is not responsible.

APPENDIX A2 TO EXHIBIT A – DRAFT PROJECT SCHEDULE

PROJECT SCHEDULE: Henry Schmidt Park - PHASE 1
12/20/2022

		2023							
		January	February	March	April	May	June	July	August
TASK 1 - PROJECT RESEARCH AND SITE ASSESSMENT									
Subtask 1.1	City Kick Off Meeting	●							
Subtask 1.2	Proejct Schedule		●						
Subtask 1.3	Arborist Tree Inventory Report		■	■					
Subtask 1.4	Eletrical Infrastructure Invetigation		■	■					
Subtask 1.5	Topographic Survey and Mapping		■	■	■				
Subtask 1.6	Geotechnical Investigation					■	■	■	■
Subtask 1.7	Site Analysis & Data Review		■	■	■	■	●		
TASK 2 - SCHEMATIC DESIGN/PUBLIC OUTREACH									
Subtask 2.1	Public Outreach Preparation			■	■	●			
Subtask 2.2	Survey Preparation		●	■					
Subtask 2.3	Public Outreach Meeting (03/18/23)			◆					
Subtask 2.4	Preliminary Schematic Designs				■	■	■		
Subtask 2.5	Preliminary Cost Estimate					■	■		
Subtask 2.6	PRC #1 - Draft /Final Slide Deck Deliverable Date (5/16/23)						■	●	
	Parks and Recreation Commission Review Meeting #1						■		
Subtask 2.7	Final Schematic Design						■	■	■
Subtask 2.8	Final Schematic Design Cost Estimate							■	
TASK 3 - FINAL DRAFT SCHEMATIC DESIGNS									
Subtask 3.1	Draft/Final Slide deck deliverable date (7/18/23)							●	
	Parks and Recreation Commission Review Meeting #2							■	
Subtask 3.2	City Council Review Meeting (8/8/23)								■

- City Meeting/Check in call
- ◆ Public Outreach Meeting
- Public Meeting (Park + Rec Commission, Council)
- Work in progress

**EXHIBIT B
SCHEDULE OF FEES**

1. MAXIMUM COMPENSATION

The total maximum compensation the City will pay the Consultant under this Agreement shall not exceed **One Hundred Nine Thousand Five Hundred Sixty-Six Dollars (\$109,566)** during the term of the Agreement. Any additional fees, costs and expenses requested by the City that would exceed the preceding maximum amount will be addressed in an Amendment to the Agreement.

2. FEE SCHEDULE

Consultant's compensation is set forth below. The fees include all labor, materials, equipment, overhead, general administrative costs, and profit.

Table B1: Fixed Fee Schedule

Description	Basis of Compensation	Total
TASK 1 – PROJECT RESEARCH AND SITE ASSESSMENT		
Task 1.1 Kick off meeting	Fixed fee	\$1,350
Task 1.2 Project Schedule	Fixed fee	\$600
Task 1.3 Arborist Tree Inventory	Fixed fee	\$4,750
Task 1.4 Electrical	Fixed fee	\$540
Task 1.5 Topographic Survey and Mapping	Fixed fee	\$29,980
Task 1.6 Geotech	Fixed fee	\$11,090
Task 1.7 Site Analysis	Fixed fee	\$6,085
Subconsultants	Fixed fee	
Subtotal (Task 1)		\$54,395
TASK 2 - SCHEMATIC DESIGN AND PUBLIC OUTREACH		
Task 2.1 Public Outreach Prep	Fixed fee	\$720
Task 2.2 Survey Preparation	Fixed fee	\$3,120
Task 2.3 Public Outreach Meeting	Fixed fee	\$5,400
Task 2.4 Preliminary Designs	Fixed fee	\$11,460
Task 2.5 Preliminary Cost Estimates	Fixed fee	\$2,440
Task 2.6 PRC Meeting #1	Fixed fee	\$3,500
Task 2.7 Final Design	Fixed fee	\$9,130
Task 2.8 Final Cost Estimate	Fixed fee	\$2,040
Task 2.9 PRC Review Meeting #2	Fixed fee	\$3,500
Task 2.10 City council presentation	Fixed fee	\$3,900
Subtotal (Task 2)		\$45,210
10% Contingency	See Section 3	\$9,961
MAXIMUM COMPENSATION		\$109,566

3. ADDITIONAL SERVICES

- 3.1. In the event additional services are required that are outside the scope, Consultant shall provide a quote to the City in writing. The quote may be on time and materials based on Consultant's rates listed in Table B2 or a lump sum amount. Cost of services and expenses charged to Consultant by outside consultants and professional or technical firms shall be at actual cost plus 10%. Reimbursable expenses will be billed at actual cost plus 10%.

Table B2: Consultant's Hourly Rates

Classification	Regular Hourly Rate
Partner	\$240
Principal	\$220
Associate Principal	\$200
Senior Associate	\$175
Job Captain	\$155
Sr. Irrigation Designer	\$175
Community Outreach Facilitator	\$160
Marketing Coordinator	\$150
Administrative/Drafter	\$135

- 3.2. Consultant shall not perform additional services until receipt of City's written authorization.

4. PAYMENT SCHEDULE

- 4.1. Consultant shall base its invoice on the percentage of services for each task completed during the previous month.
- 4.2. City will pay Consultant within thirty (30) days of City's receipt of an approved invoice.

EXHIBIT C
INSURANCE REQUIREMENTS

Without limiting the Consultant's indemnification of the City, and prior to commencing any of the Services required under this Agreement, the Consultant shall provide and maintain in full force and effect during the period of performance of the Agreement and for twenty-four (24) months following acceptance by the City, at its sole cost and expense, the following insurance policies from insurance companies authorized to do business in the State of California. These policies shall be primary insurance as to the City of Santa Clara so that any other coverage held by the City shall not contribute to any loss under Consultant's insurance. The minimum coverages, provisions and endorsements are as follows:

A. COMMERCIAL GENERAL LIABILITY INSURANCE

1. Commercial General Liability Insurance policy which provides coverage at least as broad as Insurance Services Office form CG 00 01. Policy limits are subject to review, but shall in no event be less than, the following:

\$1,000,000 Each Occurrence
\$2,000,000 General Aggregate
\$2,000,000 Products/Completed Operations Aggregate
\$1,000,000 Personal Injury

2. Exact structure and layering of the coverage shall be left to the discretion of Consultant; however, any excess or umbrella policies used to meet the required limits shall be at least as broad as the underlying coverage and shall otherwise follow form.
3. The following provisions shall apply to the Commercial Liability policy as well as any umbrella policy maintained by the Consultant to comply with the insurance requirements of this Agreement:
 - a. Coverage shall be on a "pay on behalf" basis with defense costs payable in addition to policy limits;
 - b. There shall be no cross liability exclusion which precludes coverage for claims or suits by one insured against another; and
 - c. Coverage shall apply separately to each insured against whom a claim is made or a suit is brought, except with respect to the limits of liability.

B. BUSINESS AUTOMOBILE LIABILITY INSURANCE

Business automobile liability insurance policy which provides coverage at least as broad as ISO form CA 00 01 with policy limits a minimum limit of not less than one million dollars (\$1,000,000) each accident using, or providing coverage at

least as broad as, Insurance Services Office form CA 00 01. Liability coverage shall apply to all owned (if any), non-owned and hired autos.

In the event that the Work being performed under this Agreement involves transporting of hazardous or regulated substances, hazardous or regulated wastes and/or hazardous or regulated materials, Consultant and/or its subcontractors involved in such activities shall provide coverage with a limit of one million dollars (\$1,000,000) per accident covering transportation of such materials by the addition to the Business Auto Coverage Policy of Environmental Impairment Endorsement MCS90 or Insurance Services Office endorsement form CA 99 48, which amends the pollution exclusion in the standard Business Automobile Policy to cover pollutants that are in or upon, being transported or towed by, being loaded onto, or being unloaded from a covered auto.

C. WORKERS' COMPENSATION

1. Workers' Compensation Insurance Policy as required by statute and employer's liability with limits of at least one million dollars (\$1,000,000) policy limit Bodily Injury by disease, one million dollars (\$1,000,000) each accident/Bodily Injury and one million dollars (\$1,000,000) each employee Bodily Injury by disease.
2. The indemnification and hold harmless obligations of Consultant included in this Agreement shall not be limited in any way by any limitation on the amount or type of damage, compensation or benefit payable by or for Consultant or any subcontractor under any Workers' Compensation Act(s), Disability Benefits Act(s) or other employee benefits act(s).
3. This policy must include a Waiver of Subrogation in favor of the City of Santa Clara, its City Council, commissions, officers, employees, volunteers and agents.

D. PROFESSIONAL LIABILITY

Professional Liability or Errors and Omissions Insurance as appropriate shall be written on a policy form coverage specifically designed to protect against negligent acts, errors or omissions of the Consultant. Covered services as designated in the policy must specifically include work performed under this agreement. Coverage shall be in an amount of not less than one million dollars (\$1,000,000) per claim or two million dollars (\$2,000,000) aggregate. Any coverage containing a deductible or self-retention must first be approved in writing by the City Attorney's Office.

E. COMPLIANCE WITH REQUIREMENTS

All of the following clauses and/or endorsements, or similar provisions, must be part of each commercial general liability policy, and each umbrella or excess policy.

1. Additional Insureds. City of Santa Clara, its City Council, commissions, officers, employees, volunteers and agents are hereby added as additional insureds in respect to liability arising out of Consultant's work for City, using Insurance Services Office (ISO) Endorsement CG 20 10 11 85, or the combination of CG 20 10 03 97 and CG 20 37 10 01, or its equivalent.
2. Primary and non-contributing. Each insurance policy provided by Consultant shall contain language or be endorsed to contain wording making it primary insurance as respects to, and not requiring contribution from, any other insurance which the indemnities may possess, including any self-insurance or self-insured retention they may have. Any other insurance indemnities may possess shall be considered excess insurance only and shall not be called upon to contribute with Consultant's insurance.
3. Cancellation.
 - a. Each insurance policy shall contain language or be endorsed to reflect that no cancellation or modification of the coverage provided due to non-payment of premiums shall be effective until written notice has been given to City at least ten (10) days prior to the effective date of such modification or cancellation. In the event of non-renewal, written notice shall be given at least ten (10) days prior to the effective date of non-renewal.
 - b. Each insurance policy shall contain language or be endorsed to reflect that no cancellation or modification of the coverage provided for any cause save and except non-payment of premiums shall be effective until written notice has been given to City at least thirty (30) days prior to the effective date of such modification or cancellation. In the event of non-renewal, written notice shall be given at least thirty (30) days prior to the effective date of non-renewal.
4. Other Endorsements. Other endorsements may be required for policies other than the commercial general liability policy if specified in the description of required insurance set forth in Sections A through E of this Exhibit C, above.

F. ADDITIONAL INSURANCE RELATED PROVISIONS

Consultant and City agree as follows:

1. Consultant agrees to ensure that subcontractors, and any other party involved with the Services, who is brought onto or involved in the performance of the Services by Consultant, provide the same minimum

insurance coverage required of Consultant, except as with respect to limits. Consultant agrees to monitor and review all such coverage and assumes all responsibility for ensuring that such coverage is provided in conformity with the requirements of this Agreement. Consultant agrees that upon request by City, all agreements with, and insurance compliance documents provided by, such subcontractors and others engaged in the project will be submitted to City for review.

2. Consultant agrees to be responsible for ensuring that no contract used by any party involved in any way with the project reserves the right to charge City or Consultant for the cost of additional insurance coverage required by this Agreement. Any such provisions are to be deleted with reference to City. It is not the intent of City to reimburse any third party for the cost of complying with these requirements. There shall be no recourse against City for payment of premiums or other amounts with respect thereto.
3. The City reserves the right to withhold payments from the Consultant in the event of material noncompliance with the insurance requirements set forth in this Agreement.

G. EVIDENCE OF COVERAGE

Prior to commencement of any Services under this Agreement, Consultant, and each and every subcontractor (of every tier) shall, at its sole cost and expense, provide and maintain not less than the minimum insurance coverage with the endorsements and deductibles indicated in this Agreement. Such insurance coverage shall be maintained with insurers, and under forms of policies, satisfactory to City and as described in this Agreement. Consultant shall file with the City all certificates and endorsements for the required insurance policies for City's approval as to adequacy of the insurance protection.

H. EVIDENCE OF COMPLIANCE

Consultant or its insurance broker shall provide the required proof of insurance compliance, consisting of Insurance Services Office (ISO) endorsement forms or their equivalent and the ACORD form 25-S certificate of insurance (or its equivalent), evidencing all required coverage shall be delivered to City, or its representative as set forth below, at or prior to execution of this Agreement. Upon City's request, Consultant shall submit to City copies of the actual insurance policies or renewals or replacements. Unless otherwise required by the terms of this Agreement, all certificates, endorsements, coverage verifications and other items required to be delivered to City pursuant to this Agreement shall be e-mailed to ctsantaclara@ebix.com:

Or by mail to:
EBIX Inc.
City of Santa Clara – Parks & Recreation Department

P.O. Box 100085 – S2
Duluth, GA 30096
Telephone number: 951-766-2280
Fax number: 770-325-0409

I. QUALIFYING INSURERS

All of the insurance companies providing insurance for Consultant shall have, and provide written proof of, an A. M. Best rating of at least A minus 6 (A- VI) or shall be an insurance company of equal financial stability that is approved by the City or its insurance compliance representatives.

**EXHIBIT D
LABOR COMPLIANCE ADDENDUM**

This Agreement is subject to the requirements of California Labor Code section 1720 et seq. requiring the payment of prevailing wages, the training of apprentices, and compliance with other applicable requirements.

A. Prevailing Wage Requirements

1. Consultant shall be obligated to pay not less than the General Prevailing Wage Rate, which can be found at www.dir.ca.gov and are on file with the City Clerk's office, which shall be available to any interested party upon request. Consultant is also required to have a copy of the applicable wage determination posted and/or available at each job site.
2. Specifically, contractors are reminded of the need for compliance with Labor Code Section 1774-1775 (the payment of prevailing wages and documentation of such), Section 1776 (the keeping and submission of accurate certified payrolls) and 1777.5 in the employment of apprentices on public works projects. Further, overtime must be paid for work in excess of 8 hours per day or 40 hours per week pursuant to Labor Code Section 1811-1813.
3. Special prevailing wage rates generally apply to work performed on weekends, holidays and for certain shift work. Depending on the location of the project and the amount of travel incurred by workers on the project, certain travel and subsistence payments may also be required. Contractors and subcontractors are on notice that information about such special rates, holidays, premium pay, shift work and travel and subsistence requirements can be found at www.dir.ca.gov.
4. Only bona fide apprentices actively enrolled in a California Division of Apprenticeship Standards approved program may be employed on the project as an apprentice and receive the applicable apprenticeship prevailing wage rates. Apprentices who are not properly supervised and employed in the appropriate ratio shall be paid the full journeyman wages for the classification of work performed.
5. As a condition to receiving progress payments, final payment and payment of retention on any and all projects on which the payment of prevailing wages is required, Consultant agrees to present to City, along with its request for payment, all applicable and necessary certified payrolls (for itself and all applicable subcontractors) for the time period covering such payment request. The term "certified payroll" shall include all required documentation to comply with the mandates set forth in Labor Code Section 1720 et seq, as well as any additional documentation requested by the City or its designee including, but not limited to: certified

payroll, fringe benefit statements and backup documentation such as monthly benefit statements, employee timecards, copies of wage statements and cancelled checks, proof of training contributions (CAC2 if applicable), and apprenticeship forms such as DAS-140 and DAS-142.

6. In addition to submitting the certified payrolls and related documentation to City, Consultant and all subcontractors shall be required to submit certified payroll and related documents electronically to the California Department of Industrial Relations. Failure to submit payrolls to the DIR when mandated by the project parameters shall also result in the withholding of progress, retention and/or final payment.
7. No contractor or subcontractor may be listed on a bid proposal for a public works project unless registered with the Department of Industrial Relations pursuant to Labor Code section 1725.5 [with limited exceptions from this requirement for bid purposes only under Labor Code section 1771.1(a)].
8. No contractor or subcontractor may be awarded a contract for public work on a public works project, unless registered with the Department of Industrial Relations pursuant to Labor Code section 1725.5. Contractors MUST be a registered "public works contractor" with the DIR AT THE TIME OF BID. Where the prime contract is less than \$15,000 for maintenance work or less than \$25,000 for construction alternation, demolition or repair work, registration is not required.
9. All contractors/subcontractors and related construction services subject to prevailing wage, including but not limited to: trucking, surveying and inspection work must be registered with the Department of Industrial Relations as a "public works contractor". Those you fail to register and maintain their status as a public works contractor shall not be permitted to perform work on the project.
10. Should any contractor or subcontractors not be a registered public works contractor and perform work on the project, Consultant agrees to fully indemnify the City for any fines assessed by the California Department of Industrial Relations against the City for such violation, including all staff costs and attorney's fee relating to such fine.
11. This project is subject to compliance monitoring and enforcement by the Department of Industrial Relations.

B. Audit Rights

All records or documents required to be kept pursuant to this Agreement to verify compliance with this Addendum shall be made available for audit at no cost to City, at any time during regular business hours, upon written request by the City Attorney, City Auditor, City Manager, or a designated representative of any of these officers. Copies of such records or documents shall be provided to City for audit at City Hall when it is

practical to do so. Otherwise, unless an alternative is mutually agreed upon, the records or documents shall be made available at Consultant's address indicated for receipt of notices in this Agreement.

C. Enforcement

1. City shall withhold any portion of a payment; including the entire payment amount, until certified payroll forms and related documentation are properly submitted, reviewed and found to be in full compliance. In the event that certified payroll forms do not comply with the requirements of Labor Code Section 1720 et seq., City may continue to hold sufficient funds to cover estimated wages and penalties under the Agreement.
2. Based on State funding sources, this project may be subject to special labor compliance requirements of Proposition 84.
3. The City is not obligated to make any payment due to Consultant until Consultant has performed all of its obligations under these provisions. This provision means that City can withhold all or part of a payment to Consultant until all required documentation is submitted. Any payment by the City despite Consultant's failure to fully perform its obligations under these provisions shall not be deemed to be a waiver of any other term or condition contained in this Agreement or a waiver of the right to withhold payment for any subsequent breach of this Addendum.

City or the California Department of Industrial Relations may impose penalties upon contractors and subcontractors for failure to comply with prevailing wage requirements. These penalties are up to \$200 per day per worker for each wage violation identified; \$100 per day per worker for failure to provide the required paperwork and documentation requested within a 10-day window; and \$25 per day per worker for any overtime violation.



Agenda Report

24-102

Agenda Date: 4/23/2024

REPORT TO COUNCIL

SUBJECT

Action on Amendment No. 2 with Life Scan Wellness Center for Occupational Medical Services for Santa Clara Fire Department Personnel

COUNCIL PILLAR

Deliver and Enhance High Quality Efficient Services and Infrastructure

BACKGROUND

The Fire Department is required by Occupational Safety and Health Administration (OSHA) and recommended by National Fire Protection Association (NFPA), to provide annual medical evaluations of its sworn personnel. Some of the required and recommended exams include audiogram, spirometry, bloodborne pathogen testing, respiratory clearance, cardiac stress tests, cancer screening including fecal occult screening and fitness evaluations. The department has been providing these annual medical evaluations for over 30 years.

In June 2022, the city executed an agreement with Life Scan Wellness (Life Scan) for occupational medical services (Attachment 1). Under this agreement, Life Scan provides the annual occupational physical exams for Fire Department sworn personnel for a maximum compensation not-to-exceed \$100,000 through April 30, 2023. In April 2023, Amendment No. 1 was executed to extend the term of the agreement through April 30, 2024, and increase compensation by \$138,547 (\$116,861 for annual physicals plus \$21,686 in contingency) for a revised maximum compensation not-to-exceed \$238,547 (Attachment 2).

When the City entered into the original agreement, staff leveraged the City of Modesto's Request for Proposals (RFP) conducted for fire medical services. City Code Section 2.105.270(d) states that the City may, without observing competitive procurement requirements, contract directly with a vendor at a price and on terms obtained through a competitive bidding process of another public agency, even if the City has not joined with the public agency in such competitive process or purchase. Any such competitive process shall meet or exceed the competitive bidding process of the City. Three proposers responded to the City of Modesto's RFP and the two highest ranked proposers were awarded contracts, Life Scan and OCCU-MED. Upon review of the two proposals Life Scan's pricing was determined to be reasonable and competitive. Life Scan's pricing for the annual exam includes additional testing for which OCCU-MED charged separately.

DISCUSSION

Amendment No. 2 to the agreement (Attachment 3) will extend the term through April 30, 2025, increasing the compensation by \$138,880 for a revised maximum compensation not-to-exceed \$377,427. This amendment also provides for a one-year option to extend the term through April 30, 2026, subject to the appropriation of funds.

Staff recommends for Life Scan continue to provide services specified herein and to align the term of the executed agreement with the term of the City of Modesto's executed agreement with Life Scan. Under the subject Amendment, Life Scan will continue to provide occupational medical services for Fire Department personnel on an annual and as-needed basis as directed by the department.

ENVIRONMENTAL REVIEW

The action being considered does not constitute a "project" within the meaning of the California Environmental Quality Act ("CEQA") pursuant to CEQA Guidelines section 15378(a) as it has no potential for resulting in either a direct physical change in the environment, or a reasonably foreseeable indirect physical change in the environment.

FISCAL IMPACT

Amendment No. 2 extends the term of the Life Scan agreement by one year (from May 1, 2024 to April 30, 2025) and increases the maximum compensation by \$138,880 (from \$238,547 to \$377,427). The total contract amount over the three-year period of \$377,427 includes \$355,741 for annual exams and \$21,686 as a contingency. Funding for annual exams is included in the Fire Department budget. The FY 2024/25 Proposed Operating Budget includes \$148,898 for this service, which includes \$138,880 for annual physicals and \$10,018 for contingency.

Amendment No. 2 also includes an option to extend the term of the agreement for one additional year through April 30, 2026, subject to the appropriation of funds. Should the City exercise that option, price adjustments may be considered by the City and shall not exceed the Consumer Price Index (CPI) average of the preceding 12 months. Staff assumes a maximum increase of 5% for the option period, which would increase the maximum compensation by \$145,767 (from \$377,427 to \$523,194) for FY2025/26.

COORDINATION

This report has been coordinated with the Finance Department and the City Attorney's Office.

PUBLIC CONTACT

Public contact was made by posting the Council agenda on the City's official-notice bulletin board outside City Hall Council Chambers. A complete agenda packet is available on the City's website and in the City Clerk's Office at least 72 hours prior to a Regular Meeting and 24 hours prior to a Special Meeting. A hard copy of any agenda report may be requested by contacting the City Clerk's Office at (408) 615-2220, email clerk@santaclaraca.gov <<mailto:clerk@santaclaraca.gov>> or at the public information desk at any City of Santa Clara public library.

RECOMMENDATION

1. Authorize the City Manager to execute Amendment No. 2 with Life Scan Wellness Center for occupational medical services for Fire Department personnel to increase the amount of the agreement by \$138,880 and to extend the term of the agreement through April 30, 2025, for a revised not-to-exceed maximum compensation of \$377,427; and
2. Authorize the City Manager to exercise an optional extension for one additional year through April 30, 2026, pursuant to the terms and limitations of the Second Revised Exhibit B1, subject to the appropriation of funds, and in a form approved by the City Attorney.

Reviewed by: Jeremy Ray, Acting Fire Chief

Approved by: Jovan Grogan, City Manager

ATTACHMENTS

1. Agreement with Life Scan Wellness
2. Amendment No. 1 with Life Scan Wellness
3. Amendment No. 2 with Life Scan Wellness

**AGREEMENT FOR SERVICES
BETWEEN THE
CITY OF SANTA CLARA, CALIFORNIA,
AND
LIFE EXTENSION CLINICS, INC DBA LIFE SCAN WELLNESS CENTERS**

PREAMBLE

This Agreement is entered into between the City of Santa Clara, California, a chartered California municipal corporation (City) and Life Extension Clinics, Inc. dba Life Scan Wellness Center, a Florida corporation, (Contractor). City and Contractor may be referred to individually as a "Party" or collectively as the "Parties" or the "Parties to this Agreement."

RECITALS

- A. City desires to secure the services more fully described in this Agreement, at Exhibit A, entitled "Scope of Services";
- B. Contractor represents that it, and its subcontractors, if any, have the professional qualifications, expertise, necessary licenses and desire to provide certain goods and/or required services of the quality and type which meet objectives and requirements of City; and,
- C. The Parties have specified herein the terms and conditions under which such services will be provided and paid for.

The Parties agree as follows:

AGREEMENT TERMS AND CONDITIONS

1. AGREEMENT DOCUMENTS

The documents forming the entire Agreement between City and Contractor shall consist of these Terms and Conditions and the following Exhibits, which are hereby incorporated into this Agreement by this reference:

Exhibit A – Scope of Services

Exhibit B1 – Schedule of Fees

Exhibit B2 – Fee Details

Exhibit C – Insurance Requirements

This Agreement, including the Exhibits set forth above, contains all the agreements, representations and understandings of the Parties, and supersedes

and replaces any previous agreements, representations and understandings, whether oral or written. In the event of any inconsistency between the provisions of any of the Exhibits and the Terms and Conditions, the Terms and Conditions shall govern and control.

2. TERM OF AGREEMENT

Unless otherwise set forth in this Agreement or unless this paragraph is subsequently modified by a written amendment to this Agreement, the term of this Agreement shall begin on April 7, 2022 and terminate on April 30, 2023.

3. SCOPE OF SERVICES & PERFORMANCE SCHEDULE

Contractor shall perform those Services specified in Exhibit A within the time stated in Exhibit A. Time is of the essence.

4. WARRANTY

Contractor expressly warrants that all materials and services covered by this Agreement shall be fit for the purpose intended, shall be free from defect and shall conform to the specifications, requirements and instructions upon which this Agreement is based. Contractor agrees to promptly replace or correct any incomplete, inaccurate or defective Services at no further cost to City when defects are due to the negligence, errors or omissions of Contractor. If Contractor fails to promptly correct or replace materials or services, City may make corrections or replace materials or services and charge Contractor for the cost incurred by City.

5. QUALIFICATIONS OF CONTRACTOR - STANDARD OF CARE

Contractor represents and maintains that it has the expertise in the professional calling necessary to perform the Services, and its duties and obligations, expressed and implied, contained herein, and City expressly relies upon Contractor's representations regarding its skills and knowledge. Contractor shall perform such Services and duties in conformance to and consistent with the professional standards of a specialist in the same discipline in the State of California.

6. COMPENSATION AND PAYMENT

In consideration for Contractor's complete performance of Services, City shall pay Contractor for all materials provided and Services rendered by Contractor in accordance with Exhibit B1, entitled "SCHEDULE OF FEES" and Exhibit B2, entitled "FEE DETAILS." The maximum compensation of this Agreement is **One Hundred Thousand Dollars (\$100,000)**, subject to budget appropriations, which includes all payments that may be authorized for Services and for expenses, supplies, materials and equipment required to perform the Services. All work performed or materials provided in excess of the maximum compensation shall

be at Contractor's expense. Contractor shall not be entitled to any payment above the maximum compensation under any circumstance.

7. TERMINATION

- A. Termination for Convenience. City shall have the right to terminate this Agreement, without cause or penalty, by giving not less than Thirty (30) days' prior written notice to Contractor.
- B. Termination for Default. If Contractor fails to perform any of its material obligations under this Agreement, in addition to all other remedies provided by law, City may terminate this Agreement immediately upon written notice to Contractor.
- C. Upon termination, each Party shall assist the other in arranging an orderly transfer and close-out of services. As soon as possible following the notice of termination, but no later than ten (10) days after the notice of termination, Contractor will deliver to City all City information or material that Contractor has in its possession.

8. ASSIGNMENT AND SUBCONTRACTING

City and Contractor bind themselves, their successors and assigns to all covenants of this Agreement. This Agreement shall not be assigned or transferred without the prior written approval of City. Contractor shall not hire subcontractors without express written permission from City.

Contractor shall be as fully responsible to City for the acts and omissions of its subcontractors, and of persons either directly or indirectly employed by them, as Contractor is for the acts and omissions of persons directly employed by it.

9. NO THIRD PARTY BENEFICIARY

This Agreement shall not be construed to be an agreement for the benefit of any third party or parties and no third party or parties shall have any claim or right of action under this Agreement for any cause whatsoever.

10. INDEPENDENT CONTRACTOR

Contractor and all person(s) employed by or contracted with Contractor to furnish labor and/or materials under this Agreement are independent contractors and do not act as agent(s) or employee(s) of City. Contractor has full rights to manage its employees in their performance of Services under this Agreement.

11. CONFIDENTIALITY OF MATERIAL

All ideas, memoranda, specifications, plans, manufacturing procedures, data, drawings, descriptions, documents, discussions or other information developed

or received by or for Contractor and all other written information submitted to Contractor in connection with the performance of this Agreement shall be held confidential by Contractor and shall not, without the prior written consent of City, be used for any purposes other than the performance of the Services nor be disclosed to an entity not connected with performance of the Services. Nothing furnished to Contractor which is otherwise known to Contractor or becomes generally known to the related industry shall be deemed confidential.

12. OWNERSHIP OF MATERIAL

All material, which shall include, but not be limited to, data, sketches, tracings, drawings, plans, diagrams, quantities, estimates, specifications, proposals, tests, maps, calculations, photographs, reports, designs, technology, programming, works of authorship and other material developed, collected, prepared or caused to be prepared under this Agreement shall be the property of City but Contractor may retain and use copies thereof. City shall not be limited in any way or at any time in its use of said material. However, Contractor shall not be responsible for damages resulting from the use of said material for work other than Project, including, but not limited to, the release of this material to third parties.

13. RIGHT OF CITY TO INSPECT RECORDS OF CONTRACTOR

City, through its authorized employees, representatives or agents shall have the right during the term of this Agreement and for four (4) years from the date of final payment for goods or services provided under this Agreement, to audit the books and records of Contractor for the purpose of verifying any and all charges made by Contractor in connection with Contractor compensation under this Agreement, including termination of Contractor. Contractor agrees to maintain sufficient books and records in accordance with generally accepted accounting principles to establish the correctness of all charges submitted to City. Any expenses not so recorded shall be disallowed by City. Contractor shall bear the cost of the audit if the audit determines that there has been a substantial billing deviation in excess of five (5) percent adverse to the City.

Contractor shall submit to City any and all reports concerning its performance under this Agreement that may be requested by City in writing. Contractor agrees to assist City in meeting City's reporting requirements to the State and other agencies with respect to Contractor's Services hereunder.

14. HOLD HARMLESS/INDEMNIFICATION

- A. To the extent permitted by law, Contractor agrees to protect, defend, hold harmless and indemnify City, its City Council, commissions, officers, employees, volunteers and agents from and against any claim, injury, liability, loss, cost, and/or expense or damage, including all costs and attorney's fees in providing a defense to any such claim or other action, and whether sounding in law, contract, tort, or equity, in any manner

arising from, or alleged to arise in whole or in part from, or in any way connected with the Services performed by Contractor pursuant to this Agreement – including claims of any kind by Contractor’s employees or persons contracting with Contractor to perform any portion of the Scope of Services – and shall expressly include passive or active negligence by City connected with the Services. However, the obligation to indemnify shall not apply if such liability is ultimately adjudicated to have arisen through the sole active negligence or sole willful misconduct of City; the obligation to defend is not similarly limited.

- B. Contractor’s obligation to protect, defend, indemnify, and hold harmless in full City and City’s employees, shall specifically extend to any and all employment-related claims of any type brought by employees, contractors, subcontractors or other agents of Contractor, against City (either alone, or jointly with Contractor), regardless of venue/jurisdiction in which the claim is brought and the manner of relief sought.
- C. To the extent Contractor is obligated to provide health insurance coverage to its employees pursuant to the Affordable Care Act (“Act”) and/or any other similar federal or state law, Contractor warrants that it is meeting its obligations under the Act and will fully indemnify and hold harmless City for any penalties, fines, adverse rulings, or tax payments associated with Contractor’s responsibilities under the Act.

15. INSURANCE REQUIREMENTS

During the term of this Agreement, and for any time period set forth in Exhibit C, Contractor shall provide and maintain in full force and effect, at no cost to City, insurance policies as set forth in Exhibit C.

16. WAIVER

Contractor agrees that waiver by City of any one or more of the conditions of performance under this Agreement shall not be construed as waiver(s) of any other condition of performance under this Agreement. Neither City’s review, acceptance nor payments for any of the Services required under this Agreement shall be constructed to operate as a waiver of any rights under this Agreement or of any cause of action arising out of the performance of this Agreement.

17. NOTICES

All notices to the Parties shall, unless otherwise requested in writing, be sent to City addressed as follows:

City of Santa Clara
Attention: Fire Department
1500 Warburton Avenue
Santa Clara, CA 95050
and by e-mail at fire@santaclaraca.gov

And to Contractor addressed as follows:

Life Extension Clinics, Inc. dba Life Scan Wellness Centers
Attn: Patricia Johnson
1011 North MacDill Avenue
Tampa, FL 33607
and by e-mail at patricia.johnson@lifescanwellness.com

The workday the e-mail was sent shall control the date notice was deemed given. An e-mail transmitted after 1:00 p.m. on a Friday shall be deemed to have been transmitted on the following business day.

18. COMPLIANCE WITH LAWS

Contractor shall comply with all applicable laws and regulations of the federal, state and local government, including but not limited to "The Code of the City of Santa Clara, California" ("SCCC"). In particular, Contractor's attention is called to the regulations regarding Campaign Contributions (SCCC Chapter 2.130), Lobbying (SCCC Chapter 2.155), Minimum Wage (SCCC Chapter 3.20), Business Tax Certificate (SCCC section 3.40.060), and Food and Beverage Service Worker Retention (SCCC Chapter 9.60), as such Chapters or Sections may be amended from time to time or renumbered. Additionally Contractor has read and agrees to comply with City's Ethical Standards (<http://santaclaraca.gov/home/showdocument?id=58299>).

19. CONFLICTS OF INTEREST

Contractor certifies that to the best of its knowledge, no City officer, employee or authorized representative has any financial interest in the business of Contractor and that no person associated with Contractor has any interest, direct or indirect, which could conflict with the faithful performance of this Agreement. Contractor is familiar with the provisions of California Government Code section 87100 and

following, and certifies that it does not know of any facts which would violate these code provisions. Contractor will advise City if a conflict arises.

20. FAIR EMPLOYMENT

Contractor shall not discriminate against any employee or applicant for employment because of race, sex, color, religion, religious creed, national origin, ancestry, age, gender, marital status, physical disability, mental disability, medical condition, genetic information, sexual orientation, gender expression, gender identity, military and veteran status, or ethnic background, in violation of federal, state or local law.

21. NO USE OF CITY NAME OR EMBLEM

Contractor shall not use City's name, insignia, or emblem, or distribute any information related to services under this Agreement in any magazine, trade paper, newspaper or other medium without express written consent of City.

22. GOVERNING LAW AND VENUE

This Agreement shall be governed and construed in accordance with the statutes and laws of the State of California. The venue of any suit filed by either Party shall be vested in the state courts of the County of Santa Clara, or if appropriate, in the United States District Court, Northern District of California, San Jose, California.

23. SEVERABILITY CLAUSE

In case any one or more of the provisions in this Agreement shall, for any reason, be held invalid, illegal or unenforceable in any respect, it shall not affect the validity of the other provisions, which shall remain in full force and effect.

24. AMENDMENTS

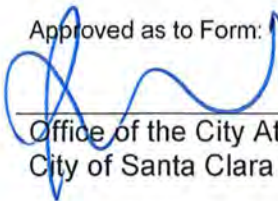
This Agreement may only be modified by a written amendment duly authorized and executed by the Parties to this Agreement.

25. COUNTERPARTS

This Agreement may be executed in counterparts, each of which shall be deemed to be an original, but both of which shall constitute one and the same instrument.

The Parties acknowledge and accept the terms and conditions of this Agreement as evidenced by the following signatures of their duly authorized representatives.

CITY OF SANTA CLARA, CALIFORNIA
a chartered California municipal corporation

Approved as to Form: 

Office of the City Attorney
City of Santa Clara

Dated: 6/2/22


Rajeev Batra
City Manager
1500 Warburton Avenue
Santa Clara, CA 95050
Telephone: (408) 615-2210
Fax: (408) 241-6771

"CITY"

LIFE EXTENSION CLINICS, INC. DBA LIFE SCAN WELLNESS CENTERS
a Florida corporation

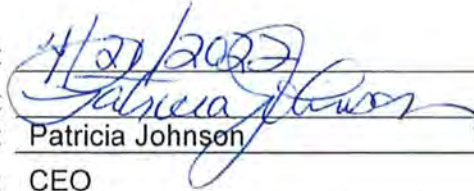
Dated: 4/27/2022
By (Signature): 
Name: Patricia Johnson
Title: CEO
Principal Place of Business Address: 1011 N. MacDill Avenue
Tampa, FL 33607
Email Address: patricia.johnson@lifescanwellness.com
Telephone: (813) 876-0625
Fax: (813) 876-0653
"CONTRACTOR"

EXHIBIT A SCOPE OF SERVICES

The Services to be performed for the City by the Contractor under this Agreement are set forth below.

1. General Information

- 1.1. Contractor will provide occupational medical services for City staff at various City locations within Santa Clara, CA. The City seeks to utilize the best combination of options available to implement a legally- defensible medical evaluation program to improve program efficiency, effectiveness and fiscal accountability. Additionally, the service provider must screen applicants and employees to properly evaluate and determine whether the physical capabilities and work- related safety requirements of the job, as well as the essential job functions, can be performed by an individual.
- 1.2. All reports provided by Contractor in correlation with the scope of services described below must be legible and easy to read, preferably electronically generated. Reports must clearly and concisely provide necessary information. Testing results to be reviewed and discussed with patient by Contractor's physician.

2. Technical Specifications

Contractor will provide occupational medical services including, but not limited to, the following:

- 2.1. Pre-Employment Physicals (Post Job Offer):
 - 2.1.1. Provide pre-employment physicals for public safety personnel compliant with California Commission on Peace Officer Standards Training (POST) for Police personnel and as recommended by National Fire Protection Association (NFPA) for Fire personnel.
 - 2.1.2. Provide medical clearance reports on pre-employment physicals and "any additional testing (as necessary) "to the City via electronic mail within three (3) business days of the appointment. If information is delayed, the physician's office must proactively contact City staff via telephone or electronic mail to communicate the delay and anticipated completion date.
 - 2.1.3. Provide sufficient staffing availability to schedule appointments within two (2) business days of a request for appointment.

- 2.1.4. Maintain sufficient scheduling availability to conduct examinations within ten (10) business days of a request for appointment
- 2.1.5. The City will also consider proposals for the analysis of the physical requirements of certain positions in support of physical ability testing. Resulting evaluation criteria must be validated and legally defensible.
- 2.1.6. As an advisor to the City, the provider may be called upon to testify in court or in other grievance proceedings relating to his/her recommendations to the City.

2.2. Drug and Alcohol Testing

- 2.2.1. Contractor will provide drug and alcohol testing services for employees of the City subject to such testing because of safety sensitive duties, post-accident, or as a result of reasonable suspicion testing request. Maintain sufficient availability to provide immediate response to drug and alcohol requests when required by DOT regulations (i.e., must be able to take walk-ins)
- 2.2.2. Alcohol testing procedures must be compliant with 49CFR Part 40 and must be conducted by a certified Breath Alcohol Technician using an evidential breath testing device approved by the Federal Motor Carrier Safety Administration.
- 2.2.3. Drug testing procedures must be compliant with 49CFR Part 40. Drug testing must be conducted using a split sample urine specimen and must be done in compliance of DOT Standards.
- 2.2.4. Provide results of alcohol testing to the City via electronic mail immediately after completion of testing.
- 2.2.5. Provide results of drug testing within three (3) business days of the test to the City of Santa Clara via electronic mail. If information is delayed, the physician's office must proactively contact City/Risk Division via telephone or electronic mail to communicate the delay and anticipated completion date.

2.3. Annual & Post-Employment Medical Surveillance

- 2.3.1. Provide medical surveillance services as requested by the City for those employees, or prior employees, with occupational exposures covered by local, state, or federal regulations. This may include, but is not limited to:

2.3.1.1. Cal/OSHA Respirator Questionnaire

- 2.3.1.2. Asbestos Exposure Monitoring
- 2.3.1.3. Hazardous Waste Remediation Examinations
- 2.3.1.4. Pesticide Exposure Monitoring
- 2.3.1.5. Immunizations (such as Flu, Hepatitis, Measles, Mumps, Rubella, Tetanus, etc.)
- 2.3.1.6. Cal/OSHA Aerosol Transmissible Disease Standard Compliance

2.4. Annual Physicals

- 2.4.1. Provide annual physicals for public safety personnel, as requested by the City, and in compliance with California Commission on Police Officer Standards and Training (POST) for Police personnel and as recommended by National Fire Protection Association (NFPA) for Fire personnel.

2.5. Additionally, the City's Fire Department reserves the option to request the optional services below:

- 2.5.1. Vision Exam (Titmus) Skin cancer assessment
- 2.5.2. Behavioral Health and Sleep Assessment Screenings
- 2.5.3. Personal Consultation with review of testing results
- 2.5.4. Thyroid Ultrasound
- 2.5.5. Echocardiogram (Heart) Ultrasound
- 2.5.6. Carotid Arteries Ultrasound
- 2.5.7. Liver, Gall Bladder, Spleen, & Kidney & Bladder Ultrasounds
- 2.5.8. Ovaries and Uterus Ultrasounds (Women)
- 2.5.9. Prostate and Testicular Ultrasound (Men)
- 2.5.10. Hemocult Test with Digital Rectal Exam (fecal occult blood testing)
- 2.5.11. Urinalysis
- 2.5.12. Lipid Panel

- 2.5.13. Thyroid Panel TSH with Reflex to T4
- 2.5.14. Testosterone (men)
- 2.5.15. CA-125 (women)
- 2.5.16. Muscular Strength and Endurance Evaluation
- 2.5.17. Aerobic Endurance Evaluation (V02 Max Calc)
- 2.5.18. Flexibility Evaluation
- 2.5.19. Nutrition and Diet Recommendations
- 2.5.20. Personal Fitness Recommendations QuantiFeron Gold TB Blood Test
- 2.5.21. HIV Screening Test
- 2.5.22. TD (Tetanus) Titer
- 2.5.23. TD (Tetanus) Vaccine
- 2.5.24. Varicella Titer
- 2.5.25. Varicella Vaccine
- 2.5.26. Meningococcal Titer
- 2.5.27. Meningococcal Vaccine
- 2.5.28. Hepatitis A Titer
- 2.5.29. Hepatitis A Virus Screening Test
- 2.5.30. Hepatitis B Virus Screening Test
- 2.5.31. Hepatitis C Virus Screening Test
- 2.5.32. MMR (Measles, Mumps and rubella)
- 2.5.33. MMR Titer (is a blood test that checks for immunity)
- 2.5.34. Polio Titer (test is used to check immunity to Polio_

- 2.5.35. Polio Vaccine Booster (Adults who completed the polio vaccine series as children and are traveling to areas with increased risk of polio should receive a one-time booster dose of vaccine (IPV).)
- 2.5.36. Testosterone Blood Test
- 2.5.37. C Reactive Blood Test (Heavy Metals) (Hazmat The level of C-reactive protein (CRP), which can be measured in your blood, increases when there's inflammation in your body.)
- 2.5.38. Body Weight and Composition (Calipers)
- 2.5.39. Coronary Calcium Score Baseline
- 2.6. Billing and Reports
 - 2.6.1. Provide quarterly electronic activity reports, in a format established by the City in its sole discretion, of the nature and the number of examinations conducted, including but not limited to results and final depositions.
 - 2.6.2. Provide a monthly explanation and summary of charges incurred in a format established by the City in its sole discretion.

**EXHIBIT B1
SCHEDULE OF FEES**

1. MAXIMUM COMPENSATION

- 1.1. The maximum amount payable for all services provided under this Agreement shall not exceed **One Hundred Thousand Dollars (\$100,000)**, during the term of the Agreement. No additional services will be performed unless both Parties execute an amendment outlining the services requested and the compensation agreed for such services.
- 1.2. All payments are based upon City's acceptance of Contractor's performance of services specified in Exhibit A, Scope of Services. City shall have no obligation to pay unless Contractor has successfully completed the work for which payment is due.

2. FEES

- 2.1. City will pay Contractor the fee specified below for annual physicals:

Services	Fee
Public Safety Annual Physical	\$700/Each

- 2.2. See Exhibit B2 (Fee Details) for specific details of the services included in the Public Safety Annual Physical.
- 2.3. The City may request as needed the optional services specified in Section 2 of Exhibit B2 (Fee Details).

3. PRICING

- 3.1. Pricing shall be fixed for the term of the Agreement.

4. INVOICING REQUIREMENTS

- 4.1. Contractor will invoice the City on a monthly basis for services provided by Contractor during the preceding month on an invoice and in a format approved by the City, including supporting narrative documentation, and is subject to verification and approval by City.
- 4.2. City will pay Contractor within thirty (30) days of City's receipt of an approved invoice.

**EXHIBIT B2
FEE DETAILS**

1. The following services are included in the public safety annual physicals:

<i>Public Safety Annual Physical</i>	\$700/Each
Description:	Fee
Medical & Occupational/Environmental Questionnaire	Included
Comprehensive Hands-On Physical Exam	Included
Vital Signs: Height, Weight, Blood Pressure, Pulse	Included
Sleep Disorder Evaluation, Epworth Sleep Scale	Included
Back Health Evaluation	Included
Urinalysis	Included
Audiogram	Included
Titmus Occupational Vision with Peripheral, Depth Perception, and Color	Included
Breast Exam with Self-Exam education	Included
Personal Consultation with review of testing results	Included
<i>Laboratory Tests:</i>	
Comprehensive Metabolic Panel, Blood Chemistry	Included
Complete Blood Count, Hematology Panel	Included
Hemoccult Stool Test for Colon Cancer Screening	Included
Total Lipid Panel	Included
Thyroid Test TSH	Included
Glucose	Included
Hemoglobin A1C	Included
PSA (Prostate cancer marker, Men)	Included
Testosterone (Men)	Included
<i>Ultrasound Screenings (Early Detection of Heart Disease and Cancer):</i>	
Echocardiogram (Heart Ultrasound)	Included
Carotid Arteries Ultrasound	Included
Aorta and Aortic Valve Ultrasounds	Included
Liver Ultrasound	Included
Gall Bladder Ultrasound	Included
Kidneys Ultrasound	Included
Spleen Ultrasound	Included
Bladder Ultrasound	Included
Thyroid Ultrasound	Included
Prostate Ultrasound	Included
Testicular Ultrasound	Included
Ovaries and Uterus Ultrasounds	Included

Description:	Fee
<i>Cardiopulmonary Testing</i>	
Cardiac Stress Test (Treadmill with 12 lead, sub-maximal, Bruce Protocol)	Included
EKG, 12 Lead	Included
Spirometry, PFT Lung Capacity	Included
OSHA Respirator Medical Clearance	Included
<i>Fitness Evaluations per NFPA 1583-IAFF/IAFC Wellness Fitness Initiative:</i>	
Fitness tests for muscular strength & endurance	Included
Sit and Reach, Planking, Grip Strength,	Included
Sit Up Test, Wall Sit, Flexibility	Included
VO2 Max Calc for Aerobic Capacity	Included
Body Weight and Composition	Included
Personal Fitness Rx	Included
Personal Wellness Plan with recommendations	Included

2. The following are optional services provided by Contractor:

Optional Tests Available	Fee Per Test
Chest X-Ray, 2 view with radiologist review	\$80.00
Lumbar X-Ray, 2 view with radiologist review	\$80.00
Hazmat Cholinestrase	\$81.00
Hazmat Heavy Metals	\$81.00
Hepatitis A Screening Test	\$60.00
Hepatitis A Titer	\$38.00
Hepatitis B Screening Test	\$60.00
Hepatitis B Titer	\$38.00
Hepatitis C Screening Test	\$60.00
HIV Test, Gen 4	\$29.00
PPD TB Skin Test	\$29.00
QuantiFeron TB Blood Test	\$72.00
Tdap (Tetanus, Diphtheria, Pertussis) Titer	\$32.00
Tdap (Tetanus, Diphtheria, Pertussis) Vaccine, single dose	\$86.00
MMR Booster	\$86.00
MMR Titer	\$86.00
Varicella Vaccine	\$24.00
Varicella Titer	\$128.00
Polio Booster	\$33.00
Polio Titer	\$64.00
OSHA Respirator Mask Fit Testing (Portacount)	\$44.00
Drug Screen, I CUP	\$51.00
Drug Rescreen with confirmation	\$58.00
Medical Review Officer (MRO) as indicated/secondary review	\$117.00

Optional Tests Available	Fee Per Test
Phlebotomist (Blood Draw) Fee	\$22.00
Cardiac Calcium Scoring	\$150.00
Covid-19 Antibody Test	\$100.00

EXHIBIT C
INSURANCE REQUIREMENTS

Without limiting the Contractor's indemnification of the City, and prior to commencing any of the Services required under this Agreement, the Contractor shall provide and maintain in full force and effect during the period of performance of the Agreement following acceptance by the City, at its sole cost and expense, the following insurance policies from insurance companies authorized to do business in the State of California. The General Liability policy shall be primary insurance as to the City of Santa Clara so that any other coverage held by the City shall not contribute to any loss under Contractor's insurance. The minimum coverages, provisions and endorsements are as follows:

A. COMMERCIAL GENERAL LIABILITY INSURANCE

1. Commercial General Liability Insurance policy which provides coverage at least as broad as Insurance Services Office form CG 00 01. Policy limits are subject to review, but shall in no event be less than, the following:

\$1,000,000 Each Occurrence
\$2,000,000 General Aggregate
\$2,000,000 Products/Completed Operations Aggregate
\$1,000,000 Personal Injury

2. Exact structure and layering of the coverage shall be left to the discretion of Contractor; however, any excess or umbrella policies used to meet the required limits shall be at least as broad as the underlying coverage and shall otherwise follow form.
3. The following provisions shall apply to the Commercial Liability policy as well as any umbrella policy maintained by the Contractor to comply with the insurance requirements of this Agreement:
 - a. Coverage shall be on a "pay on behalf" basis with defense costs payable in addition to policy limits;
 - b. There shall be no cross liability exclusion which precludes coverage for claims or suits by one insured against another; and
 - c. Coverage shall apply separately to each insured against whom a claim is made or a suit is brought, except with respect to the limits of liability.

B. BUSINESS AUTOMOBILE LIABILITY INSURANCE

Business automobile liability insurance policy which provides coverage at least as broad as ISO form CA 00 01 with policy limits a minimum limit of not less than one million dollars (\$1,000,000) each accident using, or providing coverage at

least as broad as, Insurance Services Office form CA 00 01. Liability coverage shall apply to all owned (if any), non-owned and hired autos.

In the event that the Work being performed under this Agreement involves transporting of hazardous or regulated substances, hazardous or regulated wastes and/or hazardous or regulated materials, Contractor and/or its subcontractors involved in such activities shall provide coverage with a limit of one million dollars (\$1,000,000) per accident covering transportation of such materials by the addition to the Business Auto Coverage Policy of Environmental Impairment Endorsement MCS90 or Insurance Services Office endorsement form CA 99 48, which amends the pollution exclusion in the standard Business Automobile Policy to cover pollutants that are in or upon, being transported or towed by, being loaded onto, or being unloaded from a covered auto.

C. WORKERS' COMPENSATION

1. Workers' Compensation Insurance Policy as required by statute and employer's liability with limits of at least one million dollars (\$1,000,000) policy limit Bodily Injury by disease, one million dollars (\$1,000,000) each accident/Bodily Injury and one million dollars (\$1,000,000) each employee Bodily Injury by disease.
2. The indemnification and hold harmless obligations of Contractor included in this Agreement shall not be limited in any way by any limitation on the amount or type of damage, compensation or benefit payable by or for Contractor or any subcontractor under any Workers' Compensation Act(s), Disability Benefits Act(s) or other employee benefits act(s).
3. This policy must include a Waiver of Subrogation in favor of the City of Santa Clara, its City Council, commissions, officers, employees, volunteers and agents.

D. PROFESSIONAL LIABILITY

Professional Liability or Errors and Omissions Insurance as appropriate shall be written on a policy form coverage specifically designed to protect against negligent acts, errors or omissions of the Contractor. Covered services as designated in the policy must specifically include work performed under this agreement. Coverage shall be in an amount of not less than one million dollars (\$1,000,000) per claim or two million dollars (\$2,000,000) aggregate. Any coverage containing a deductible or self-retention must first be approved in writing by the City Attorney's Office.

E. COMPLIANCE WITH REQUIREMENTS

All of the following clauses and/or endorsements, or similar provisions, must be part of each commercial general liability policy, and each umbrella or excess policy.

1. Additional Insureds. City of Santa Clara, its City Council, commissions, officers, employees, volunteers and agents are hereby added as additional insureds in respect to liability arising out of Contractor's work for City, using Insurance Services Office (ISO) Endorsement CG 20 10 11 85, or the combination of CG 20 10 03 97 and CG 20 37 10 01, or its equivalent.
2. Primary and non-contributing. The General Liability policy provided by Contractor shall contain language or be endorsed to contain wording making it primary insurance as respects to, and not requiring contribution from, any other insurance which the indemnities may possess, including any self-insurance or self-insured retention they may have. Any other insurance indemnities may possess shall be considered excess insurance only and shall not be called upon to contribute with Contractor's insurance.
3. Cancellation.
 - a. Each insurance policy shall contain language or be endorsed to reflect that no cancellation or modification of the coverage provided due to non-payment of premiums shall be effective until written notice has been given to City at least ten (10) days prior to the effective date of such modification or cancellation. In the event of non-renewal, written notice shall be given at least ten (10) days prior to the effective date of non-renewal.
 - b. Each insurance policy shall contain language or be endorsed to reflect that no cancellation or modification of the coverage provided for any cause save and except non-payment of premiums shall be effective until written notice has been given to City at least thirty (30) days prior to the effective date of such modification or cancellation. In the event of non-renewal, written notice shall be given at least thirty (30) days prior to the effective date of non-renewal.

F. ADDITIONAL INSURANCE RELATED PROVISIONS

Contractor and City agree as follows:

1. Contractor agrees to ensure that subcontractors, and any other party involved with the Services, who is brought onto or involved in the performance of the Services by Contractor, provide the same minimum insurance coverage required of Contractor, except as with respect to limits. Contractor agrees to monitor and review all such coverage and assumes all responsibility for ensuring that such coverage is provided in conformity with the requirements of this Agreement. Contractor agrees

that upon request by City, all agreements with, and insurance compliance documents provided by, such subcontractors and others engaged in the project will be submitted to City for review.

2. Contractor agrees to be responsible for ensuring that no contract used by any party involved in any way with the project reserves the right to charge City or Contractor for the cost of additional insurance coverage required by this Agreement. Any such provisions are to be deleted with reference to City. It is not the intent of City to reimburse any third party for the cost of complying with these requirements. There shall be no recourse against City for payment of premiums or other amounts with respect thereto.
3. The City reserves the right to withhold payments from the Contractor in the event of material noncompliance with the insurance requirements set forth in this Agreement.

G. EVIDENCE OF COVERAGE

Prior to commencement of any Services under this Agreement, Contractor, and each and every subcontractor (of every tier) shall, at its sole cost and expense, provide and maintain not less than the minimum insurance coverage with the endorsements and deductibles indicated in this Agreement. Such insurance coverage shall be maintained with insurers, and under forms of policies, satisfactory to City and as described in this Agreement. Contractor shall file with the City all certificates and endorsements for the required insurance policies for City's approval as to adequacy of the insurance protection.

H. EVIDENCE OF COMPLIANCE

Contractor or its insurance broker shall provide the required proof of insurance compliance, consisting of Insurance Services Office (ISO) endorsement forms or their equivalent and the ACORD form 25-S certificate of insurance (or its equivalent), evidencing all required coverage shall be delivered to City, or its representative as set forth below, at or prior to execution of this Agreement. Upon City's request, Contractor shall submit to City copies of the actual insurance policies or renewals or replacements. Unless otherwise required by the terms of this Agreement, all certificates, endorsements, coverage verifications and other items required to be delivered to City pursuant to this Agreement shall be emailed to:

ctsantaclara@ebix.com

or mailed to:

EBIX Inc.
City of Santa Clara Fire Department
P.O. Box 100085 – S2
Duluth, GA 30096

Telephone number: 951-766-2280

Fax number: 770-325-0409

I. QUALIFYING INSURERS

All of the insurance companies providing insurance for Contractor shall have, and provide written proof of, an A. M. Best rating of at least A minus 6 (A- VI) or shall be an insurance company of equal financial stability that is approved by the City or its insurance compliance representatives.



Search

Home

Insured Tasks

View

Deficiencies

Deficiencies

Insured Name

Life Extension Clinics dba Life



Life Extension Clinics dba Life Scan

Active Records Only

Advance Search

Insured Tasks Admin Tools

View

Insured

Notes

History

Deficiencies

Coverages

Requirements

Contract Screen

Add

Name: Life Extension Clinics dba Life Scan Wellness Cent

Account Number: S200004909

Address: 1011 North MacDill Avenue, Tampa, FL, 33607

Status: Compliant with minor/expiring deficiencies.

The following deficiencies are according to last validation on :04/13/2022

Deficiencies Information

Waive All Selected

Delete Selected Waivers

Waive All Un-Waived Deficiencies

Update Deficiencies

	Date	Policy	Coverage	Deficiency	Waived	Waiver Reason	Created By	Authorized By	Effective Date	Expira Date
	04/11/2022		Certificate	<u>Cancellation Days does not meet required minimum. ** Cancellation Endorsement not provided</u>	No					

Edit ▼

Help ▼

Video Tutorials ▼

Major deficiencies are displayed in red.
Minor deficiencies are displayed in black.
Waived deficiencies are displayed in blue.
Future waived deficiencies are displayed in orange.

**AMENDMENT NO. 1
TO THE AGREEMENT FOR SERVICES
BETWEEN THE
CITY OF SANTA CLARA, CALIFORNIA,
AND
LIFE EXTENSION CLINICS, INC. DBA LIFE SCAN WELLNESS CENTER**

PREAMBLE

This agreement ("Amendment No. 1") is entered into between the City of Santa Clara, California, a chartered California municipal corporation (City) and Life Extension Clinics, Inc. DBA Life Scan Wellness Center, a Florida corporation, (Contractor). City and Contractor may be referred to individually as a "Party" or collectively as the "Parties" or the "Parties to this Agreement."

RECITALS

- A. The Parties previously entered into an agreement entitled "Agreement for Services between City of Santa Clara, California, and Life Extension Clinics, Inc. DBA Life Scan Wellness Center", dated June 2, 2022 (Agreement); and
- B. The Parties entered into the Agreement for the purpose of having Contractor provide occupational medical services for Santa Clara Fire Department personnel, and the Parties now wish to amend the Agreement to increase compensation by \$138,547 for a revised maximum compensation not-to-exceed \$238,547, and to extend the term of the Agreement to April 30, 2024.

NOW, THEREFORE, the Parties agree as follows:

AMENDMENT TERMS AND CONDITIONS

1. Section 2 of the Agreement, entitled "TERM OF AGREEMENT" is amended to read as follows:

Unless otherwise set forth in this Agreement or unless this paragraph is subsequently modified by a written amendment to this Agreement, the term of this Agreement shall begin on April 7, 2022 and terminate on April 30, 2024.

2. Section 6 of the Agreement, entitled "COMPENSATION AND PAYMENT" is amended to read as follows:

In consideration for Contractor's complete performance of Services, City shall pay Contractor for all materials provided and Services rendered by Contractor in accordance with Revised Exhibit B1, entitled "SCHEDULE OF FEES" and Revised Exhibit B2, entitled "FEE DETAILS." The maximum

compensation of this Agreement is Two Hundred Thirty-Eight Thousand Five Hundred Forty-Seven Dollars (\$238,547), subject to budget appropriations, which includes all payments that may be authorized for Services and for expenses, supplies, materials and equipment required to perform the Services. All work performed or materials provided in excess of the maximum compensation shall be at Contractor's expense. Contractor shall not be entitled to any payment above the maximum compensation under any circumstance.

3. Exhibit B1 of the Agreement, entitled "SCHEDULE OF FEES", is hereby amended to read as shown in Revised Exhibit B1, attached and incorporated into this Amendment No. 1.
4. Exhibit B2 of the Agreement, entitled "FEE DETAILS", is hereby amended to read as shown in Revised Exhibit B2, attached and incorporated into this Amendment No. 1.
5. Except as set forth herein, all other terms and conditions of the Agreement shall remain in full force and effect. In case of a conflict in the terms of the Agreement and this Amendment No. 1, the provisions of this Amendment No. 1 shall control.

Note: Signature block on next page.

The Parties acknowledge and accept the terms and conditions of this Amendment No. 1 as evidenced by the following signatures of their duly authorized representatives.

CITY OF SANTA CLARA, CALIFORNIA
a chartered California municipal corporation

Approved as to Form:

Dated:

4/3/23



for GLEN R. GOOGINS
City Attorney

Office of the City Manager
City of Santa Clara
1500 Warburton Avenue
Santa Clara, CA 95050
Telephone: (408) 615-2210
Fax: (408) 241-6771

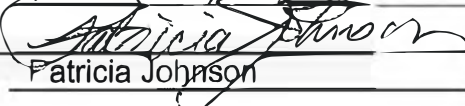
"CITY"

LIFE EXTENSION CLINICS, INC. DBA LIFE SCAN WELLNESS CENTERS
a Florida corporation

Dated:

March 9, 2023

By (Signature):



Name: Patricia Johnson

Title: CEO

Principal Place of 1011 N. MacDill Avenue

Business Address: Tampa, FL 33607

Email Address: patricia.johnson@lifescanwellnes.com

Telephone: (813) 876-0625

Fax: (813) 876-0653

"CONTRACTOR"

**REVISED EXHIBIT B1
SCHEDULE OF FEES**

1. MAXIMUM COMPENSATION

1.1. The maximum amount payable for all services provided under this Agreement shall not exceed Two Hundred Thirty-Eight Thousand Five Hundred Forty-Seven Dollars (\$238,547), during the term of the Agreement. No additional services will be performed unless both Parties execute an amendment outlining the services requested and the compensation agreed for such services. See below for annual amounts.

Term	Amount
Year 1 (April 7, 2022 - April 30, 2023)	\$ 100,000
AMENDMENT NO. 1	
Year 2 (May 1, 2023 - April 30, 2024)	\$ 116,861
TOTAL REVISED COMPENSATION	\$ 216,861
Contingency	\$ 21,686
TOTAL REVISED MAXIMUM COMPENSATION NOT-TO-EXCEED	\$ 238,547

1.2. All payments are based upon City's acceptance of Contractor's performance of services specified in Exhibit A, Scope of Services. City shall have no obligation to pay unless Contractor has successfully completed the work for which payment is due.

2. FEES

2.1. City will pay Contractor the fee specified below for annual physicals:

Services	Fee
Public Safety Annual Physical	\$853/Each

2.2. See Revised Exhibit B2 (Fee Details) for specific details of the services included in the Public Safety Annual Physical.

2.3. The City may request optional services specified in Section 2 of Revised Exhibit B2 (Fee Details) at its discretion.

3. PRICING

3.1. Pricing shall be fixed for the term of the Agreement.

4. INVOICING REQUIREMENTS

- 4.1. Contractor will invoice the City on a monthly basis for services provided by Contractor during the preceding month on an invoice and in a format approved by the City, including supporting narrative documentation, and is subject to verification and approval by City.
- 4.2. City will pay Contractor within thirty (30) days of City's receipt of an approved invoice.

**REVISED EXHIBIT B2
FEE DETAILS**

1. The following services are included in the public safety annual physicals:

<i>Public Safety Annual Physical</i>	\$853/Each
Description:	Fee
Medical & Occupational/Environmental Questionnaire	Included
Comprehensive Hands-On Physical Exam	Included
Vital Signs: Height, Weight, Blood Pressure, Pulse	Included
Sleep Disorder Evaluation, Epworth Sleep Scale	Included
Back Health Evaluation	Included
Urinalysis	Included
Audiogram	Included
Titmus Occupational Vision with Peripheral, Depth Perception, and Color	Included
Breast Exam with Self-Exam education	Included
Personal Consultation with review of testing results	Included
<i>Laboratory Tests:</i>	
Comprehensive Metabolic Panel, Blood Chemistry	Included
Complete Blood Count, Hematology Panel	Included
Hemoccult Stool Test for Colon Cancer Screening	Included
Total Lipid Panel	Included
Thyroid Test TSH	Included
Glucose	Included
Hemoglobin A1C	Included
PSA (Prostate cancer marker, Men)	Included
Testosterone (Men)	Included
<i>Ultrasound Screenings (Early Detection of Heart Disease and Cancer):</i>	
Echocardiogram (Heart Ultrasound)	Included
Carotid Arteries Ultrasound	Included
Aorta and Aortic Valve Ultrasounds	Included
Liver Ultrasound	Included
Gall Bladder Ultrasound	Included
Kidneys Ultrasound	Included
Spleen Ultrasound	Included
Bladder Ultrasound	Included
Thyroid Ultrasound	Included
Prostate Ultrasound	Included
Testicular Ultrasound	Included
Ovaries and Uterus Ultrasounds	Included

Description:	Fee
<i>Cardiopulmonary Testing</i>	
Cardiac Stress Test (Treadmill with 12 lead, sub-maximal, Bruce Protocol)	Included
EKG, 12 Lead	Included
Spirometry, PFT Lung Capacity	Included
OSHA Respirator Medical Clearance	Included
<i>Fitness Evaluations per NFPA 1583~IAFF/IAFC Wellness Fitness Initiative:</i>	
Fitness tests for muscular strength & endurance	Included
Sit and Reach, Planking, Grip Strength,	Included
Sit Up Test, Wall Sit, Flexibility	Included
VO2 Max Calc for Aerobic Capacity	Included
Body Weight and Composition	Included
Personal Fitness Rx	Included
Personal Wellness Plan with recommendations	Included

2. The following are optional services provided by Contractor:

Optional Tests Available	Fee Per Test
Chest X-Ray, 2 view with radiologist review	\$80.00
Lumbar X-Ray, 2 view with radiologist review	\$80.00
Hazmat Cholinestrase	\$81.00
Hazmat Heavy Metals	\$81.00
Hepatitis A Screening Test	\$60.00
Hepatitis A Titer	\$38.00
Hepatitis B Screening Test	\$60.00
Hepatitis B Titer	\$38.00
Hepatitis C Screening Test	\$60.00
HIV Test, Gen 4	\$29.00
PPD TB Skin Test	\$29.00
QuantiFeron TB Blood Test	\$72.00
Tdap (Tetanus, Diphtheria, Pertussis) Titer	\$32.00
Tdap (Tetanus, Diphtheria, Pertussis) Vaccine, single dose	\$86.00
MMR Booster	\$86.00
MMR Titer	\$86.00
Varicella Vaccine	\$24.00
Varicella Titer	\$128.00
Polio Booster	\$33.00
Polio Titer	\$64.00
OSHA Respirator Mask Fit Testing (Portacount)	\$44.00
Drug Screen, I CUP	\$51.00
Drug Rescreen with confirmation	\$58.00

Optional Tests Available	Fee Per Test
Medical Review Officer (MRO) as indicated/secondary review	\$117.00
Phlebotomist (Blood Draw) Fee	\$22.00
Cardiac Calcium Scoring	\$150.00
Covid-19 Antibody Test	\$100.00

**AMENDMENT NO. 2
TO THE AGREEMENT FOR SERVICES
BETWEEN THE
CITY OF SANTA CLARA, CALIFORNIA,
AND
LIFE EXTENSION CLINICS, INC. DBA LIFE SCAN WELLNESS CENTER**

PREAMBLE

This agreement ("Amendment No. 2) is entered into between the City of Santa Clara, California, a chartered California municipal corporation (City) and Life Extension Clinics, Inc. dba Life Scan Wellness Center, a Florida corporation, (Contractor). City and Contractor may be referred to individually as a "Party" or collectively as the "Parties" or the "Parties to this Agreement."

RECITALS

- A. The Parties previously entered into an agreement entitled "Agreement for Services between City of Santa Clara, California and Life Extension Clinics, Inc. dba Life Scan Wellness Center", dated June 2, 2022 (Agreement);
- B. The Agreement was previously amended by Amendment No. 1, dated April 3, 2023, and is again amended by this Amendment No. 2. The Agreement and all previous amendments are collectively referred to herein as the "Agreement as Amended"; and
- C. The Parties entered into the Agreement as Amended for the purpose of having Contractor provide occupational medical services for Santa Clara Fire Department personnel, and the Parties now wish to amend the Agreement as Amended to extend the term for an additional year through April 30, 2025 for a revised not-to-exceed maximum compensation of Three Hundred Seventy-Seven Thousand Four Hundred Twenty-Seven Dollars (\$377,427) and add one additional one-year option to extend the agreement through April 30, 2026, subject to the appropriation of funds.

NOW, THEREFORE, the Parties agree as follows:

AMENDMENT TERMS AND CONDITIONS

1. Section 2 of the Agreement as Amended, entitled "TERM OF AGREEMENT" is amended to read as follows:

Unless otherwise set forth in this Agreement or unless this paragraph is subsequently modified by a written amendment to this Agreement, the term of

this Agreement shall begin on April 7, 2022 and terminate on April 30, 2025. The City reserves the right to extend the Agreement for one (1) additional one-year option through April 30, 2026, subject to the appropriation of funds. The City shall provide notice to Contractor of its exercise of the optional extension in writing.

2. Section 6 of the Agreement, entitled "COMPENSATION AND PAYMENT" is amended to read as follows:

In consideration for Contractor's complete performance of Services, City shall pay Contractor for all materials provided and Services rendered by Contractor in accordance with Second Revised Exhibit B1, entitled "SCHEDULE OF FEES" and Second Revised Exhibit B2, entitled "FEE DETAILS." The maximum compensation of this Agreement is set forth in Section 1 of Second Revised Exhibit B1, subject to budget appropriations, which includes all payments that may be authorized for Services and for expenses, supplies, materials and equipment required to perform the Services. All work performed or materials provided in excess of the maximum compensation shall be at Contractor's expense. Contractor shall not be entitled to any payment above the maximum compensation under any circumstance.

3. Revised Exhibit B1 of the Agreement, entitled "SCHEDULE OF FEES", is hereby amended to read as shown in Second Revised Exhibit B1, attached and incorporated into this Amendment No. 2.
4. Revised Exhibit B2 of the Agreement, entitled "FEE DETAILS", is hereby amended to read as shown in Second Revised Exhibit B2, attached and incorporated into this Amendment No. 2.
5. Except as set forth herein, all other terms and conditions of the Agreement as Amended shall remain in full force and effect. In case of a conflict in the terms of the Agreement as Amended and this Amendment No. 2, the provisions of this Amendment No. 2 shall control.

SIGNATURES ON NEXT PAGE

The Parties acknowledge and accept the terms and conditions of this Amendment No. 2 as evidenced by the following signatures of their duly authorized representatives.

CITY OF SANTA CLARA, CALIFORNIA
a chartered California municipal corporation

Approved as to Form: _____

Dated: _____

GLEN R. GOOGINS
City Attorney

JOVAN D. GROGAN
City Manager
City of Santa Clara
1500 Warburton Avenue
Santa Clara, CA 95050
Telephone: (408) 615-2210
Fax: (408) 241-6771

"CITY"

LIFE EXTENSION CLINICS, INC. DBA LIFE SCAN WELLNESS CENTERS
a Florida corporation

Dated: 3/4/2024
By (Signature): 
Name: Patricia Johnson
Title: CEO
Principal Place of Business Address: 1011 N. MacDill Avenue
Tampa, FL 33607
Email Address: patricia.johnson@lifescanwellnes.com
Telephone: (813) 876-0625
Fax: (813) 876-0653

"CONTRACTOR"

**SECOND REVISED EXHIBIT B1
SCHEDULE OF FEES**

1. MAXIMUM COMPENSATION

1.1. The maximum amount payable for all services provided under this Agreement shall not exceed Three Hundred Seventy-Seven Thousand Four Hundred Twenty-Seven Dollars (\$377,427), during the term of the Agreement. No additional services will be performed unless both Parties execute an amendment outlining the services requested and the compensation agreed for such services. See below for annual amounts.

Term	Amount
Year 1 (April 7, 2022 - April 30, 2023)	\$ 100,000
AMENDMENT NO. 1	
Year 2 (May 1, 2023 - April 30, 2024)	\$ 116,861
AMENDMENT NO. 2	
Year 3 (May 1, 2024 - April 30, 2025)	\$ 138,880
TOTAL REVISED COMPENSATION	\$ 355,741
Contingency	\$ 21,686
TOTAL REVISED NON-TO-EXCEED MAXIMUM COMPENSATION	\$ 377,427

1.2. All payments are based upon City's acceptance of Contractor's performance of services specified in Exhibit A, Scope of Services. City shall have no obligation to pay unless Contractor has successfully completed the work for which payment is due.

2. FEES

2.1. See Revised Exhibit B2 (Fee Details) for specific details of the services included in the Public Safety Annual Physical.

2.2. The City may request optional services specified in Section 2 of Revised Exhibit B2 (Fee Details), at its discretion.

3. OPTION RENEWAL AND PRICING

In the event the City elects to exercise the option, price adjustments may be considered by the City and shall not exceed the Consumer Price Index (CPI) average of the preceding 12 months. All price adjustment requests require City approval.

4. INVOICING REQUIREMENTS

- 4.1. Contractor will invoice the City on a monthly basis for services provided by Contractor during the preceding month on an invoice and in a format approved by the City, including supporting narrative documentation, and is subject to verification and approval by City.
- 4.2. City will pay Contractor within thirty (30) days of City's receipt of an approved invoice.

**SECOND REVISED EXHIBIT B2
FEE DETAILS**

1. The following services are included in the public safety annual physicals:

<i>Public Safety Annual Physical</i>	\$896/Each
Description of Included Services for Annual Physical	
Medical & Occupational/Environmental Questionnaire	Included
Comprehensive Hands-On Physical Exam	Included
Vital Signs: Height, Weight, Blood Pressure, Pulse	Included
Sleep Disorder Evaluation, Epworth Sleep Scale	Included
Back Health Evaluation	Included
Urinalysis	Included
Audiogram	Included
Titmus Occupational Vision with Peripheral, Depth Perception, and Color	Included
Breast Exam with Self-Exam education	Included
Personal Consultation with review of testing results	Included
<i>Laboratory Tests:</i>	
Comprehensive Metabolic Panel, Blood Chemistry	Included
Complete Blood Count, Hematology Panel	Included
Fecal Occult for Colon Cancer Screening (Mail in to lab directly by patient)	Included
Total Lipid Panel	Included
Thyroid Test TSH	Included
Glucose	Included
Hemoglobin A1C	Included
PSA (Prostate cancer marker, Men)	Included
Testosterone (Men)	Included
QuantiFeron TB Blood Test	Included
<i>Ultrasound Screenings (Early Detection of Heart Disease and Cancer):</i>	
Echocardiogram (Heart Ultrasound)	Included
Carotid Arteries Ultrasound	Included
Aorta and Aortic Valve Ultrasounds	Included
Liver Ultrasound	Included
Gall Bladder Ultrasound	Included
Kidneys Ultrasound	Included
Spleen Ultrasound	Included
Bladder Ultrasound	Included
Thyroid Ultrasound	Included
Prostate Ultrasound	Included
Testicular Ultrasound	Included
Ovaries and Uterus Ultrasounds	Included

Description of Included Services for Annual Physical	
<i>Cardiopulmonary Testing</i>	
Cardiac Stress Test (Treadmill with 12 lead, sub-maximal, Bruce Protocol)	Included
EKG, 12 Lead	Included
Spirometry, PFT Lung Capacity	Included
OSHA Respirator Medical Clearance	Included
<i>Fitness Evaluations per NFPA 1583-IAFF/IAFC Wellness Fitness Initiative:</i>	
Fitness tests for muscular strength & endurance	Included
Sit and Reach, Planking, Grip Strength,	Included
Sit Up Test, Wall Sit, Flexibility	Included
VO2 Max Calc for Aerobic Capacity	Included
Body Weight and Composition	Included
Personal Fitness Rx	Included
Personal Wellness Plan with recommendations	Included

2. The following are optional services provided by Contractor:

Optional Tests Available	Fee Per Test
Chest X-Ray, 2 view with radiologist review	\$80.00
Lumbar X-Ray, 2 view with radiologist review	\$80.00
Hazmat Cholinestrase	\$81.00
Hazmat Heavy Metals	\$81.00
Hepatitis A Screening Test	\$60.00
Hepatitis A Titer	\$38.00
Hepatitis B Screening Test	\$60.00
Hepatitis B Titer	\$38.00
Hepatitis C Screening Test	\$60.00
HIV Test, Gen 4	\$29.00
PPD TB Skin Test	\$29.00
Tdap (Tetanus, Diphtheria, Pertussis) Titer	\$32.00
Tdap (Tetanus, Diphtheria, Pertussis) Vaccine, single dose	\$86.00
MMR Booster	\$86.00
MMR Titer	\$86.00
Varicella Vaccine	\$24.00
Varicella Titer	\$128.00
Polio Booster	\$33.00
Polio Titer	\$64.00
OSHA Respirator Mask Fit Testing (Portacount)	\$44.00
Drug Screen, I CUP	\$51.00
Drug Rescreen with confirmation	\$58.00

Optional Tests Available	Fee Per Test
Medical Review Officer (MRO) as indicated/secondary review	\$117.00
Phlebotomist (Blood Draw) Fee	\$22.00
Cardiac Calcium Scoring	\$150.00
Covid-19 Antibody Test	\$100.00



Agenda Report

24-306

Agenda Date: 4/23/2024

REPORT TO CITY COUNCIL

SUBJECT

Action on Amendment No. 4 to the Agreement with InfoSend, Inc. for Utility Billing Print and Mail Services to Extend the Term by Six Months and Increase the Maximum Compensation by \$280,000

COUNCIL PILLAR

Deliver and Enhance High Quality Efficient Services and Infrastructure

BACKGROUND

The Municipal Services Division of the Finance Department (Division) is responsible for measuring water/electric consumption, generating accurate bills, collecting revenue, and providing customer service for the City's utility customers. Over the past five years, staff has reported to the City Council that the Division is managing several projects to streamline operations of the City's Utility Billing System. Integral to this system are bill printing and mailing services, which are handled by InfoSend, Inc., who specializes in providing such services. The agreement with InfoSend expires on June 30, 2024. The purpose of this report is to request authorization to amend the agreement to extend the term for six months, ending on December 31, 2024, and increase the maximum compensation by \$280,000 to cover the extension period.

In 2017, staff conducted a competitive procurement process for print and mail services resulting in the award of a three-year contract to InfoSend. The original term was for three years ending in 2020. Since then, the agreement has been amended three times, with the last Amendment No. 3 extending the term by two additional years, ending on June 30, 2024 (RTC 21-1049). Such extensions were required, in-part, due to the higher priorities of completing several other streamlining projects that were delayed due to COVID-19, staffing shortages, and other unforeseen circumstances. Staff anticipates that it will complete a competitive Request for Proposals (RFP) process for a possible new bill print and mail service vendor by the end of the proposed extended term.

DISCUSSION

On January 26, 2024, staff published RFP 23-24-58 for bill print and mail services, and eight responsive proposals were received by the February 26, 2024 due date.

When the RFP was published, staff anticipated having sufficient time to complete the RFP process, select a vendor, and present the recommended vendor to the City Council. However, given the current workload and the unexpected high number of proposals to evaluate, there is not enough time to complete the process described above and transition services to a new service provider if one is selected.

Staff requests authorization to execute Amendment No. 4 to extend the term by six months ending on December 31, 2024. In addition, the maximum compensation will increase by \$280,000 to

\$2,660,000 to cover the extension period. InfoSend has agreed not to increase prices during the six-month extension period.

ENVIRONMENTAL REVIEW

The action being considered does not constitute a “project” within the meaning of the California Environmental Quality Act (“CEQA”) pursuant section 15378(b)(5) of Title 14 of the California Code of Regulations in that the amendment solely authorizes an extension of an existing agreement and a compensation increase and will not result in direct or indirect physical changes in the environment.

FISCAL IMPACT

The proposed Amendment No. 4 adds \$280,000 to the contract and increases the maximum compensation from \$2,380,000 to \$2,660,000. Sufficient funds are available in the FY 2023/24 and FY 2024/25 Adopted Operating Budget.

COORDINATION

This report was coordinated with the City Manager’s Office and the City Attorney’s Office.

PUBLIC CONTACT

Public contact was made by posting the Council agenda on the City’s official-notice bulletin board outside City Hall Council Chambers. A complete agenda packet is available on the City’s website and in the City Clerk’s Office at least 72 hours prior to a Regular Meeting and 24 hours prior to a Special Meeting. A hard copy of any agenda report may be requested by contacting the City Clerk’s Office at (408) 615-2220, email clerk@santaclaraca.gov <<mailto:clerk@santaclaraca.gov>> or at the public information desk at any City of Santa Clara public library.

RECOMMENDATION

Authorize the City Manager to execute Amendment No. 4 to the Agreement with InfoSend, Inc. to extend the term of the Agreement by six months ending on December 31, 2024 and increase the maximum compensation by \$280,000 to \$2,660,000.

Reviewed by: Kenn Lee, Director of Finance

Approved by: Jovan D. Grogan, City Manager

ATTACHMENTS

1. Agreement with InfoSend
2. Amendment No. 1 to the Agreement with InfoSend
3. Amendment No. 2 to the Agreement with InfoSend
4. Amendment No. 3 to the Agreement with InfoSend
5. Proposed Amendment No. 4 to the Agreement with InfoSend



Date: June 27, 2017

To: City Manager for Council Action

From: Director of Finance

Subject: Approval of an Agreement for the Performance of Services with InfoSend, Inc., for Bill Print and Mail Services

EXECUTIVE SUMMARY

The City issues over 60,000 utility invoices per month using InfoSend as an outsource services provider for bill print and mail services. The agreement with InfoSend is set to expire on June 30, 2017.

The Municipal Services Division conducted a Request for Proposal (RFP) process and received inquiries from seven (7) service providers and formal proposals from two (2) service providers. After review of the proposals, staff believes that InfoSend provides the best overall combination of service and value for the following reasons:

- InfoSend is an experienced vendor in the areas of bill print and mail services, and provided the most complete set of capabilities aligned to the solution and administrative requirements set forth in the RFP.
- InfoSend provides advanced electronic invoicing and service options that will allow the City to implement improved operational efficiencies and customer services in the future.
- The cost quoted by InfoSend for bill print and mail services is competitive with price quotes received from the other proposer to the RFP.
- InfoSend is committed to continually implementing solutions for reducing the environmental footprint while increasing output efficiency. They offer a non-profit tree planting program to allow clients to pledge \$1 to the Arbor Day Foundation for each paperless subscription.
- InfoSend charges no costs for implementation of bulk letter printing and mail service.
- InfoSend has existing bill print and mail service relationships with other major California municipalities. These other clients provided favorable references for the services received from InfoSend.

ADVANTAGES AND DISADVANTAGES OF ISSUE

Approval of the agreement for bill print and mail services with InfoSend will allow the City to continue outsourced services with a leading vendor at a market competitive price.

ECONOMIC/FISCAL IMPACT

InfoSend will provide bill print and mail services beginning in fiscal year 2017-18 for a not to exceed yearly amount of \$340,000 for three fiscal years, and options for two additional years. The total cost of the contract over three years will not exceed \$1,020,000, and over five years will not exceed \$1,700,000. Appropriations in future years will be requested and approved through the annual budget process.

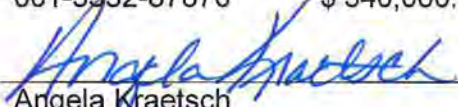
RECOMMENDATION

That the Council (1) Approve and authorize the City Manager to execute an Agreement for the Performance of Services with InfoSend, Inc., for bill print and mail services, for a yearly amount of \$340,000 with the amount not-to-exceed \$1,020,000 over the three-year initial term of the Agreement, and (2) authorize the City Manager to exercise up to two (2) options to extend the Agreement for extended terms of one (1) year each, for a total not-to-exceed amount of \$1,700,000, subject to annual budget appropriations.

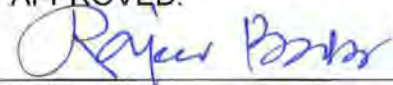


Angela Kraetsch
Acting Director of Finance

Certified as to Budget Form: *LF.*
001-3332-87870 \$ 340,000.00



Angela Kraetsch
Acting Director of Finance

APPROVED:


Rajeev Batra
City Manager

Documents Related to this Report:
1) *Agreement with InfoSend, Inc.*

**AGREEMENT FOR THE PERFORMANCE OF SERVICES
BY AND BETWEEN THE
CITY OF SANTA CLARA, CALIFORNIA,
AND
INFOSEND, INC.**

PREAMBLE

This agreement for the performance of services ("Agreement") is by and between InfoSend, Inc., a California corporation, with its principal place of business located at 4240 East La Palma Avenue, Anaheim, California 92807 ("Contractor"), and the City of Santa Clara, California, a chartered California municipal corporation with its primary business address at 1500 Warburton Avenue, Santa Clara, California 95050 ("City"). City and Contractor may be referred to individually as a "Party" or collectively as the "Parties" or the "Parties to this Agreement."

RECITALS

- A. City desires to secure professional services more fully described in this Agreement, at Exhibit A, entitled "Scope of Services"; and
- B. Contractor represents that it, and its subcontractors, if any, have the professional qualifications, expertise, necessary licenses and desire to provide certain goods and/or required services of the quality and type which meet objectives and requirements of City; and,
- C. The Parties have specified herein the terms and conditions under which such services will be provided and paid for.

The Parties agree as follows:

AGREEMENT PROVISIONS

1. EMPLOYMENT OF CONTRACTOR.

City hereby employs Contractor to perform services set forth in this Agreement. To accomplish that end, City may assign a Project Manager to personally direct the Services to be provided by Contractor and will notify Contractor in writing of City's choice. City shall pay for all such materials and services provided which are consistent with the terms of this Agreement.

2. SERVICES TO BE PROVIDED.

Except as specified in this Agreement, Contractor shall furnish all technical and professional services, including labor, material, equipment, transportation, supervision and expertise (collectively referred to as "Services") to satisfactorily complete the work required by City at his/her own risk and expense. Services to be provided to City are more fully described in Exhibit A entitled "SCOPE OF SERVICES." All of the exhibits referenced in this Agreement are attached and are incorporated by this reference.

3. COMMENCEMENT AND COMPLETION OF SERVICES.

- A. Contractor shall begin providing the services under the requirements of this Agreement upon receipt of written Notice to Proceed from City. Such notice shall be deemed to have occurred three (3) calendar days after it has been deposited in the regular United States mail. Contractor shall complete the Services within the time limits set forth in the Scope of Services or as mutually determined in writing by the Parties.
- B. When City determines that Contractor has satisfactorily completed the Services, City shall give Contractor written Notice of Final Acceptance. Upon receipt of such notice, Contractor shall not incur any further costs under this Agreement. Contractor may request this determination of completion be made when, in its opinion, the Services have been satisfactorily completed. If so requested by the contractor, City shall make this determination within fourteen (14) days of its receipt of such request.

4. QUALIFICATIONS OF CONTRACTOR - STANDARD OF WORKMANSHIP.

Contractor represents and maintains that it has the necessary expertise in the professional calling necessary to perform services, and its duties and obligations, expressed and implied, contained herein, and City expressly relies upon Contractor's representations regarding its skills and knowledge. Contractor shall perform such services and duties in conformance to and consistent with the professional standards of a specialist in the same discipline in the State of California.

The plans, designs, specifications, estimates, calculations, reports and other documents furnished under Exhibit A shall be of a quality acceptable to City. The criteria for acceptance of the work provided under this Agreement shall be a product of neat appearance, well organized, that is technically and grammatically correct, checked and having the maker and checker identified. The minimum standard of appearance, organization and content of the drawings shall be that used by City for similar projects.

5. TERM OF AGREEMENT.

Unless otherwise set forth in this Agreement or unless this paragraph is subsequently modified by a written amendment to this Agreement, the term of this Agreement shall begin on the Effective Date of this Agreement and terminate on June 30, 2020, subject to two optional one-year renewals.

6. MONITORING OF SERVICES.

City may monitor the Services performed under this Agreement to determine whether Contractor's operation conforms to City policy and to the terms of this Agreement. City may also monitor the Services to be performed to determine whether financial operations are conducted in accord with applicable City, county, state, and federal requirements. If any action of Contractor constitutes a breach, City may terminate this Agreement pursuant to the provisions described herein.

7. WARRANTY.

Contractor expressly warrants that all materials and services covered by this Agreement shall be fit for the purpose intended, shall be free from defect, and shall conform to the specifications, requirements, and instructions upon which this Agreement is based. Contractor agrees to promptly replace or correct any incomplete, inaccurate, or defective Services at no further cost to City when defects are due to the negligence, errors or omissions of Contractor. If Contractor fails to promptly correct or replace materials or services, City may make corrections or replace materials or services and charge Contractor for the cost incurred by City.

8. PERFORMANCE OF SERVICES.

Contractor shall perform all requested services in an efficient and expeditious manner and shall work closely with and be guided by City. Contractor shall be as fully responsible to City for the acts and omissions of its subcontractors, and of persons either directly or indirectly employed by them, as Contractor is for the acts and omissions of persons directly employed by it. Contractor will perform all Services in a safe manner and in accordance with all federal, state and local operation and safety regulations.

9. BUSINESS TAX LICENSE REQUIRED.

Contractor must comply with Santa Clara City Code section 3.40.060, as that section may be amended from time to time or renumbered, which requires that any person who transacts or carries on any business in the City of Santa Clara pay business license tax to the City. A business tax certificate may be obtained by completing the Business Tax Affidavit Form and paying the applicable fee at the Santa Clara City Hall Municipal Services Division.

10. RESPONSIBILITY OF CONTRACTOR.

Contractor shall be responsible for the professional quality, technical accuracy and coordination of the Services furnished by it under this Agreement. Neither City's review, acceptance, nor payments for any of the Services required under this Agreement shall be construed to operate as a waiver of any rights under this Agreement or of any cause of action arising out of the performance of this Agreement and Contractor shall be and remain liable to City in accordance with applicable law for all damages to City caused by Contractor negligent performance of any of the Services furnished under this Agreement.

Any acceptance by City of plans, specifications, construction contract documents, reports, diagrams, maps and other material prepared by Contractor shall not in any respect absolve Contractor from the responsibility Contractor has in accordance with customary standards of good professional practice in compliance with applicable federal, state, county, and/or municipal laws, ordinances, regulations, rules and orders.

11. COMPENSATION AND PAYMENT.

In consideration for Contractor's complete performance of Services, City shall pay Contractor for all materials provided and services rendered by Contractor at the rate per

hour for labor and cost per unit for materials as outlined in Exhibit B, entitled "SCHEDULE OF FEES."

Contractor will bill City on a monthly basis for Services provided by Contractor during the preceding month, subject to verification by City. City will pay Contractor within thirty (30) days of City's receipt of invoice.

12. TERMINATION OF AGREEMENT.

Either Party may terminate this Agreement without cause by giving the other Party written notice ("Notice of Termination") which clearly expresses that Party's intent to terminate the Agreement. Notice of Termination shall become effective no less than thirty (30) calendar days after a Party receives such notice. After either Party terminates the Agreement, Contractor shall discontinue further services as of the effective date of termination, and City shall pay Contractor for all Services satisfactorily performed up to such date.

13. NO ASSIGNMENT OR SUBCONTRACTING OF AGREEMENT.

City and Contractor bind themselves, their successors and assigns to all covenants of this Agreement. This Agreement shall not be assigned or transferred without the prior written approval of City. Contractor shall not hire subcontractors without express written permission from City.

14. NO THIRD PARTY BENEFICIARY.

This Agreement shall not be construed to be an agreement for the benefit of any third party or parties and no third party or parties shall have any claim or right of action under this Agreement for any cause whatsoever.

15. INDEPENDENT CONTRACTOR.

Contractor and all person(s) employed by or contracted with Contractor to furnish labor and/or materials under this Agreement are independent contractors and do not act as agent(s) or employee(s) of City. Contractor has full rights, however, to manage its employees in their performance of Services under this Agreement. Contractor is not authorized to bind City to any contracts or other obligations.

16. NO PLEDGING OF CITY'S CREDIT.

Under no circumstances shall Contractor have the authority or power to pledge the credit of City or incur any obligation in the name of City. Contractor shall save and hold harmless the City, its City Council, its officers, employees, boards and commissions for expenses arising out of any unauthorized pledges of City's credit by Contractor under this Agreement.

17. CONFIDENTIALITY OF MATERIAL.

All ideas, memoranda, specifications, plans, manufacturing procedures, data, drawings, descriptions, documents, discussions or other information developed or received by or for Contractor and all other written information submitted to Contractor in connection with the performance of this Agreement shall be held confidential by Contractor and shall not, without the prior written consent of City, be used for any purposes other than the performance of the Services nor be disclosed to an entity not connected with performance of the Services. Nothing furnished to Contractor which is otherwise known to Contractor or becomes generally known to the related industry shall be deemed confidential.

18. USE OF CITY NAME OR EMBLEM.

Contractor shall not use City's name, insignia, or emblem, or distribute any information related to services under this Agreement in any magazine, trade paper, newspaper or other medium without express written consent of City.

19. OWNERSHIP OF MATERIAL.

All material, including information developed on computer(s), which shall include, but not be limited to, data, sketches, tracings, drawings, plans, diagrams, quantities, estimates, specifications, proposals, tests, maps, calculations, photographs, reports and other material developed, collected, prepared or caused to be prepared under this Agreement shall be the property of City but Contractor may retain and use copies thereof. City shall not be limited in any way or at any time in its use of said material. However, Contractor shall not be responsible for damages resulting from the use of said material for work other than Project, including, but not limited to, the release of this material to third parties.

20. RIGHT OF CITY TO INSPECT RECORDS OF CONTRACTOR.

City, through its authorized employees, representatives or agents shall have the right during the term of this Agreement and for three (3) years from the date of final payment for goods or services provided under this Agreement, to audit the books and records of Contractor for the purpose of verifying any and all charges made by Contractor in connection with Contractor compensation under this Agreement, including termination of Contractor. Contractor agrees to maintain sufficient books and records in accordance with generally accepted accounting principles to establish the correctness of all charges submitted to City. Any expenses not so recorded shall be disallowed by City.

Contractor shall submit to City any and all reports concerning its performance under this Agreement that may be requested by City in writing. Contractor agrees to assist City in meeting City's reporting requirements to the State and other agencies with respect to Contractor's Services hereunder.

21. CORRECTION OF SERVICES.

Contractor agrees to correct any incomplete, inaccurate or defective Services at no further costs to City, when such defects are due to the negligence, errors or omissions of Contractor.

22. FAIR EMPLOYMENT.

Contractor shall not discriminate against any employee or applicant for employment because of race, color, creed, national origin, gender, sexual orientation, age, disability, religion, ethnic background, or marital status, in violation of state or federal law.

23. HOLD HARMLESS/INDEMNIFICATION.

To the extent permitted by law, Contractor agrees to protect, defend, hold harmless and indemnify City, its City Council, commissions, officers, employees, volunteers and agents from and against any claim, injury, liability, loss, cost, and/or expense or damage, including all costs and reasonable attorney's fees in providing a defense to any claim arising therefrom, for which City shall become liable arising from Contractor's negligent, reckless or wrongful acts, errors, or omissions with respect to or in any way connected with the Services performed by Contractor pursuant to this Agreement.

24. INSURANCE REQUIREMENTS.

During the term of this Agreement, and for any time period set forth in Exhibit C, Contractor shall provide and maintain in full force and effect, at no cost to City insurance policies with respect to employees and vehicles assigned to the Performance of Services under this Agreement with coverage amounts, required endorsements, certificates of insurance, and coverage verifications as defined in Exhibit C.

25. AMENDMENTS.

This Agreement may be amended only with the written consent of both Parties.

26. INTEGRATED DOCUMENT.

This Agreement represents the entire agreement between City and Contractor. No other understanding, agreements, conversations, or otherwise, with any representative of City prior to execution of this Agreement shall affect or modify any of the terms or obligations of this Agreement. Any verbal agreement shall be considered unofficial information and is not binding upon City.

27. SEVERABILITY CLAUSE.

In case any one or more of the provisions in this Agreement shall, for any reason, be held invalid, illegal or unenforceable in any respect, it shall not affect the validity of the other provisions, which shall remain in full force and effect.

28. WAIVER.

Contractor agrees that waiver by City of any one or more of the conditions of performance under this Agreement shall not be construed as waiver(s) of any other condition of performance under this Agreement.

29. NOTICES.

All notices to the Parties shall, unless otherwise requested in writing, be sent to City addressed as follows:

City of Santa Clara
Attention: Finance Department
1500 Warburton Avenue
Santa Clara, California 95050
or by facsimile at (408) 241-1543

And to Contractor addressed as follows:

Name: InfoSend, Inc.
Address: 4240 East La Palma Avenue
Anaheim, California 92807
or by facsimile at (714) 993-1306

If notice is sent via facsimile, a signed, hard copy of the material shall also be mailed. The workday the facsimile was sent shall control the date notice was deemed given if there is a facsimile machine generated document on the date of transmission. A facsimile transmitted after 1:00 p.m. on a Friday shall be deemed to have been transmitted on the following Monday.

30. CAPTIONS.

The captions of the various sections, paragraphs and subparagraphs of this Agreement are for convenience only and shall not be considered or referred to in resolving questions of interpretation.

31. LAW GOVERNING CONTRACT AND VENUE.

This Agreement shall be governed and construed in accordance with the statutes and laws of the State of California. The venue of any suit filed by either Party shall be vested in the state courts of the County of Santa Clara, or if appropriate, in the United States District Court, Northern District of California, San Jose, California.

32. DISPUTE RESOLUTION.

A. Unless otherwise mutually agreed to by the Parties, any controversies between Contractor and City regarding the construction or application of this Agreement, and claims arising out of this Agreement or its breach, shall be submitted to mediation within thirty (30) days of the written request of one Party after the service of that request on the other Party.

- B. The Parties may agree on one mediator. If they cannot agree on one mediator, the Party demanding mediation shall request the Superior Court of Santa Clara County to appoint a mediator. The mediation meeting shall not exceed one day (eight (8) hours). The Parties may agree to extend the time allowed for mediation under this Agreement.
- C. The costs of mediation shall be borne by the Parties equally.
- D. For any contract dispute, mediation under this section is a condition precedent to filing an action in any court. In the event of mediation which arises out of any dispute related to this Agreement, the Parties shall each pay their respective attorney's fees, expert witness costs and cost of suit through mediation only. In the event of litigation, the prevailing Party shall recover its reasonable costs of suit, expert's fees, and attorney's fees. If mediation does not resolve the dispute, the Parties agree that the matter shall be litigated in a court of law, and not subject to the arbitration provisions of the Public Contracts Code.

33. COMPLIANCE WITH ETHICAL STANDARDS.

Contractor shall:

- A. Read Exhibit D, entitled "ETHICAL STANDARDS FOR CONTRACTORS SEEKING TO ENTER INTO AN AGREEMENT WITH THE CITY OF SANTA CLARA, CALIFORNIA"; and,
- B. Execute Exhibit E, entitled "AFFIDAVIT OF COMPLIANCE WITH ETHICAL STANDARDS."

34. AFFORDABLE CARE ACT OBLIGATIONS

To the extent Contractor is obligated to provide health insurance coverage to its employees pursuant to the Affordable Care Act ("Act") and/or any other similar federal or state law, Contractor warrants that it is meeting its obligations under the Act and will fully indemnify and hold harmless City for any penalties, fines, adverse rulings, or tax payments associated with Contractor's responsibilities under the Act.

35. RESERVED.

36. CONFLICT OF INTERESTS.

This Agreement does not prevent either Party from entering into similar agreements with other parties. To prevent a conflict of interest, Contractor certifies that to the best of its knowledge, no City officer, employee or authorized representative has any financial interest in the business of Contractor and that no person associated with Contractor has any interest, direct or indirect, which could conflict with the faithful performance of this Agreement. Contractor is familiar with the provisions of California Government Code

Section 87100 and following, and certifies that it does not know of any facts which would violate these code provisions. Contractor will advise City if a conflict arises.

37. PROGRESS SCHEDULE.

The Progress Schedule will be as set forth in the attached Exhibit F, entitled "MILESTONE SCHEDULE" if applicable.

(Signatures follow on page 10)

This Agreement may be executed in counterparts, each of which shall be deemed to be an original, but both of which shall constitute one and the same instrument; and, the Parties agree that signatures on this Agreement, including those transmitted by facsimile, shall be sufficient to bind the Parties.

The Parties acknowledge and accept the terms and conditions of this Agreement as evidenced by the following signatures of their duly authorized representatives. The Effective Date is the date that the final signatory executes the Agreement. It is the intent of the Parties that this Agreement shall become operative on the Effective Date.

CITY OF SANTA CLARA, CALIFORNIA
a chartered California municipal corporation

APPROVED AS TO FORM:

Dated: _____

BRIAN DOYLE
Interim City Attorney

RAJEEV BATRA
City Manager
1500 Warburton Avenue
Santa Clara, CA 95050
Telephone: (408) 615-2210
Fax: (408) 241-6771


ATTEST:

ROD DIRIDON, JR.
City Clerk

“CITY”

INFOSEND, INC.
a corporation

Dated: 6/7/17

By: 
(Signature of Person executing the Agreement on behalf of Contractor)

Name: Russ Rezai

Title: President

Local Address: 4240 East La Palma Avenue
Anaheim, California 92807

Email Address: russ.r@infosend.com

Telephone: (800) 955-9331

Fax: (714) 993-1306

“CONTRACTOR”

**AGREEMENT FOR THE PERFORMANCE OF SERVICES
BY AND BETWEEN THE
CITY OF SANTA CLARA, CALIFORNIA,
AND
INFOSEND, INC.**

EXHIBIT A

SCOPE OF SERVICES

The Services to be performed for the City by the Contractor under this Agreement are more fully described in the Contractor's proposal entitled, "Statement of Work Prepared for The City of Santa Clara" dated April 26, 2017, which is attached to this Exhibit A.



Statement of Work

Prepared for The City of Santa Clara

04/26/2017

Confidential and Proprietary – for Client or Partner use Only

Time and Materials:

<i>Client name</i>	City of Santa Clara
<i>InfoSend Project Manager</i>	
<i>Project name</i>	City of Santa Clara Bills Implementation
<i>Client Project Manager</i>	Katrina Bates
<i>Frequency and Expected Volume</i>	60,000 bills/month, printed daily
<i>Begin date (materials delivered)</i>	
<i>End date (UAT complete)</i>	

Schedule of Rates:

The cost of this project will be administered per the charges specified in the table below. Charges are based on the information provided at the time this SOW was drafted. Changes made to project requirements after this SOW is approved may result in additional charges being incurred.

<i>Description</i>	<i>Delivery Schedule</i>	<i>Cost (Estimated)</i>

Payment Terms:

Client will be invoiced for the billable charges in this SOW upon completion of the requirements contained herein.

Statement of Work:

Assumptions:

1. General:

- a. InfoSend will provide Data processing, Print and Mail services for the City of Santa Clara.
- b. During the initial implementation, InfoSend will design a single data processing application to handle the regular, delinquent, closing and shutoff notices/bills for the City. This program now also runs the Monthly Net Metering bills.
- c. InfoSend developed a separate application which is used to process the Annual Net Metering Bills.
- d. InfoSend is currently working with the City on developing the following applications:
 - i. Under the billing statements application: Closed Account Letter, 48 Hour Notices, Credit Card 60 Day Expiry Notice, Credit Card Expiry Notice
 - ii. Under a new application for Business Tax Licenses: Certificates, Renewal forms (First, Delinquent, and Final), Balance Due Letter, Missing Information Letter

2. Mock-ups:

- a. The City will be maintaining their current bill design, but may opt at a later date to change/revise the bill layout.
- b. If the City chooses to redesign, InfoSend will work to create a new document which communicates all relevant information to their customers while also taking advantage of the latest advances in full color transactional printing technology. This may include adding color to the graphs and trend lines, increasing use of graphics and visual cues for data presentation, and/or using color to highlight key information on the documents.
- c. InfoSend will develop a data processing application to process City bills.

3. Test Files to be used for Data Processing:

- a. InfoSend is currently providing Data Processing, Printing, and Mailing Services for 2 applications for the City.
 - i. Statements: this application covers all regular billing statements, regular Net Metering bills, past due bills, shut-off notices, etc...
 - ii. NEP Bills: this application covers the Annual Net Metering Bills

4. Materials and printing requirements

- a. All documents will be duplex printed using full color inkjet technology on white 8.5"x11" 24# paper.
- b. A horizontal perforation creating a 2" remittance stub is applied dynamically at the bottom of the sheet.
- c. The City is using custom #10 outgoing envelopes.
 - i. InfoSend has established a process to coordinate a production and use of new custom outgoing envelope each month.
- d. The City is using a custom #9 remit envelope.

5. Handling Instructions

- a. Bills will be folded using standard C-fold and inserted into outgoing envelope ensuring that customer addresses are visible through envelope window.
- b. Bills with bad addresses will be separated from the batch of bills and mailed to the City for review.
- c. Householding – InfoSend will group bills with the same recipient name and address in one envelope
- d. Selective #9 Inserting – InfoSend will suppress the remittance envelope for bills that have a zero balance, credit balance or are flagged for Automatic Payment in the data
- e. Selective inserting: InfoSend has implemented the capability for the City to target inserts selectively to different groups of customers.
 - i. Current options include excluding inserts from commercial, industrial, or closing accounts. Should the City have additional requirements in this area, InfoSend can implement selective criteria to meet the City's needs.
- f. InfoSend understands that the City may have a maximum of 5 inserts included with any billing. Should more than 5 inserts be required, InfoSend will work with the City to develop a solution to handle additional inserts.

6. Workflow:

- a. The City will send data files for processing, printing and mailing each weekday.
- b. Data files are transmitted via SFTP.
- c. InfoSend and the City will decide upon a naming convention for data files prior to the go-live date, will be used by InfoSend's automated file transfer program to recognize and route said files to the correct processing application, at which time a 'File Transfer Acknowledgment' email will be sent to specified team members within the City.
- d. The City has elected not to approve sample files for the Statements program. Files will be released for printing and mailing upon completion of data processing.
- e. Upon completion of the data processing, InfoSend will provide back to the City copies of all documents which were processed using our Final Doc Transfer product.
 - i. The PDF documents are provided to the City in a Zip file. PDFs in the zip file will be named with a convention which is approved by the City.
 - ii. InfoSend will also send an index file which will be used to help identify the records in the Zip file.
- f. After processing the job will be printed and staged for the production process.
- g. After printing, the job will move through the Quality Control and Mailing Operations departments, and finally released to the USPS for mailing
- h. For next day mailing, data must be sent to InfoSend by 6pm. When possible, InfoSend will mail all batches the next business day, even those received after 6PM.
- i. Upon completion, a Process Confirmation Report containing details of the mailed batch will be emailed to specified users.

7. Specifications for Data Processing:

- a. Bills will be printed with two custom 15-months bar graphs, proceeding oldest to newest starting from the left border moving to the right.
 - i. In cases where only one service (i.e. water or power) is reflected on the bill, InfoSend will only print a single consumption graph.
- b. Conditional programming will be done to copy the display of information as provided in the document Inv_Example_V04.pdf. Customer information for different customer types/groups will be displayed according to the rules contained in BP_Req_v02r01.xls.
- c. All charges to be printed on the bills will be pulled directly from the data file and will not require calculations.

8. Additional Services:

- a. InfoSend has provided information to the client on the following optional services which can be implemented, pending confirmation/approval from the City of Santa Clara. The final list of additional services
 - i. Print Image Archiving
 - ii. USPS Move Update Service
 - iii. Exception Processing
 - iv. Message Manager

9. Client Management Services:

- a. The services listed below are included as part of your data processing, print and mail support:
 - i. 800 Toll Free Telephone support: (800) 955-9330
 - ii. Scheduled assistance for project implementations & other special projects (there may be billable professional services hours depending on scope of work).
 - iii. Technical Troubleshooting & Issue Resolution
 - iv. Free electronic access 24 x 7 with the following online benefits:
 - 1. Log, track, & close support requests
 - 2. View and update support requests
 - 3. Access published documentation
 - 4. Access available downloads
 - 5. Download reports
 - 6. View Job Tracking statistics
 - 7. Download sample files in PDF format
- b. Help Desk Hours:
 - i. Standard hours of support are from 8:00 a.m. PST to 5:00 p.m. PST, Monday to Friday, excluding designated statutory holidays. Support hours may vary by specific product line. Weekend assistance is available and must be scheduled in advance and in most cases is billable.

c. Call Process

- i. All issues or questions reported to support can be tracked via an online support ticket. Account Managers can provide support via telephone, email, or via the online support ticket tool that is located by logging into www.infosend.com.
 1. Each call is handled with personal support. Client will receive support from its dedicated Account Manager. If that person is not available call will be handled by another cross trained Account Manager or Senior Account Manager. This representative will be your liaison through the support process, giving you a single point of contact for issue resolution.
 2. Each support request logged using the online support tool gets a unique ID and can be viewed by either party. Both Client and Consultant can filter by open and closed support requests.
 3. Our staff will coordinate with our programming, production, and data processing departments to ensure that quality issues are resolved quickly and completely the first time. All necessary modifications are thoroughly tested before being applied to your applications to make sure that the final product meets your quality expectations.
 4. Once an issue has been resolved, you will be notified of the solution, and allowed to review a new set of samples to approve any changes. Extra attention is paid to the new job throughout our production, quality control, and mailing process. When all parties confirm that the job is meeting quality expectations through every step in the process, we will approve and release the job for completion.

ci. Escalation Process

- i. In the event that the Account Manager has been unable to provide a permanent or a mutually acceptable temporary resolution within timeframes that the Client feels are reasonable the issue can be escalated to the Client Service Director. An internal escalation process filters high-priority issues to the COO. Contact details for the Client Services Director are provided below:
 1. Client Services Director: Josue Martinez, 714-993-2690, xt. 289, josue.m@infosend.com
 2. COO: Matt Schmidt, 714-993-2690, xt 238, matt.s@infosend.com

Change Management Process:

During the initial implementation phase, changes will be communicated to your InfoSend Account Manager by email, phone, InfoSend's online 'Contact Support' tool, or some combination of these. Your Account Manager will manage any changes to the application with internal InfoSend departments, and will also track changes in a Microsoft Excel spreadsheet to be made available to City employees upon request. Any change which substantively changes the scope of this project will be reviewed and agreed upon by the Client and InfoSend management. Changes to the scope of the project after approval of this SOW may incur additional professional services fees.

Future changes made to the design of the data processing application, the outputs from this application (included but not limited to the bills themselves or any ancillary reports created by InfoSend), or the requirements contained herein, are deemed to be outside the scope of this document. Such changes may be communicated to the City's designated InfoSend Account Manager or another qualified member of InfoSend's Client Services team. If deemed necessary, InfoSend will create a quote for analysis, design, and programming time to complete the request at the agreed-upon hourly rate for such services as specified in the master agreement.

Professional Services Agreement:

Terms and conditions will abide by the standing contract between InfoSend and the Client.

Acceptance and Approval:

6 | Page Statement of Work

This SOW is based on the information as given to InfoSend as of the date of approval. The number of professional services hours and completion deadlines required to complete the project may change if any of the following occur after approval of the SOW:

1. The project requirements change.
2. The file format changes (if applicable)
3. InfoSend requires information about or to complete the project which the Client is unable to provide.

Approval of this SOW confirms that the information contained is accurate and authorizes InfoSend to begin and complete the implementation project in accordance with this SOW. Changes to the project which require changes to this SOW may result in additional professional services charges being incurred.

Client (Full Name)

Title

Signature

Date

**AGREEMENT FOR THE PERFORMANCE OF SERVICES
BY AND BETWEEN THE
CITY OF SANTA CLARA, CALIFORNIA,
AND
INFOSEND, INC.**

EXHIBIT B

FEE SCHEDULE

Consultant shall provide a schedule of rates and fees which includes all billing amounts and costs as follows (if applicable), such as :

The estimated annual cost for services is three hundred forty thousand dollars (\$340,000).

In no event shall the amount billed to City by Contractor for services under this Agreement exceed one million seven hundred thousand dollars (\$1,700,000) for the three-year contract term and two optional one-year renewal periods, subject to budget appropriations.



is appreciative for the opportunity to present this

Pricing Recap for:



May 26, 2017

Proposal Provided By:

Glen Everroad
Government Solutions
glen.e@infosend.com
Toll Free: 800.955.9330
Mobile: 949.874.4786


Jerry Finnegan
District Sales Manager
jerry.f@infosend.com
Toll Free: 800.955.9330
Mobile: 714.600.3069



InfoSend is a proud member and supporter of:



Pricing: BillPrint and Mail Service

InfoSend's Fees – Print and Mail Service: Estimated volume = 60,000 Bills Per Month (The individual prices shown in the table below apply only to the turnkey BillPrint and Mail service, some items can go up in price if sold separately)		
Services		
Bill and Notice Data Processing and printing – (60,000 per month)	\$0.0191 per piece	Per page. Includes address validation and presorting. Black simplex printing onto a pre-printed form.
Correspondence and Statement Processing and printing (3000 per month)	\$0.0018 per piece	Per page. Includes address validation and presorting. Black simplex printing onto a pre-printed form. Discount: This fee is reduced by \$0.010 per page if you use the Express PDF Implementation.
Mail Prep (63,000 per month)	\$0.0271 per piece	Per page. Bill is folded and inserted (along with the return envelope if there is one) and delivered to the post office within 1 business day.
Insert Processing and Printing (300,000 per month)	\$0.015 per piece	This pricing was specific to your sample "Mission City Scenes Insert" we were referred to as your reference. This is a larger insert and accounts for a significant portion of the insert page volume indicated.
Machine Inserting of Inserts into bill packages	\$0.005 Per Piece	Same cost applies for inserting InfoSend-printed inserts and City-provided inserts.
Mail Delivery to USPS (63,000 per month)	\$0.00	No mail delivery fees
Postage (63,000 mailings per month)	Pass-Through	Lowest possible postage will be applied based on your billing file and CASS and pre-sort results. At the present time \$0.35 is the lowest possible rate – It is the First Class 5-Digit pre-sorted rate offered by the USPS. Higher postage rates apply for mail pieces that weigh more than 2 oz, are addressed to a foreign address (you have the option of suppressing these), or contain an undeliverable address.
Materials Pricing		
Paper Stock for Bills and Notices (60,000 per month)	\$0.013	Per page. Custom Form up to 3 color printing on 24# paper with a perforation. The bill stock uses normal paper, you can use recycled stock for an additional \$0.004 per sheet.
Paper Stock for Correspondence (3,000 per month)	\$0.013	24# pound paper. The bill stock uses normal paper, you can use recycled stock for an additional \$0.004 per sheet.
Envelopes		Envelopes use sustainably logged paper, which is the equivalent or superior to recycled paper as there are no chemicals used in the recycling process. If you wish to use recycled content envelopes add \$0.004 to the price of each envelope.
Per RFP Spec Custom #10 Outgoing Envelope (60,000 per month)	\$0.019	Cost to recreate the current outgoing envelope: Price is for 6-month orders at a time of custom single window envelope with 1 color ink being printed on the front, back and inside of the envelope. Price can go down or up as requirements change or order quantities change.

2

Per RFP Spec Custom #9 Return Envelope (60,000 per month)	\$0.013	Cost to recreate the current return envelope: Price is for 12-month orders at a time of custom envelope with 1 color ink being printed on the front of the envelope. Price can go up or down as requirements change or order quantities change.
Alternative- Standard #10 Outgoing Envelope	\$0.013	Per InfoSend standard double window outgoing envelope with security tint and plastic film protecting the windows (with this option the mailing address and return address are printed on the bill).
Alternative- Standard #9 Return Envelope	\$0.012	Per InfoSend standard single window one color printing on the front, back and inside of the 22lb paper stock return envelope with security tint and plastic film protecting the windows, (with this option the mailing address is printed on the remittance stub). These envelopes use sustainably logged paper.
Other Services		
Help Desk Support (cost per month)	\$0.00	There are no help desk costs.
Professional Services (hourly rate)	\$150.00	A Statement of Work will be provided for every change request after Go Live.

Optional Services		
Electronic Address Updates – NCOALink or ACS	\$0.003	Per mail piece cost to process mailing addresses using the National Change of Address (NCOA) database. Bills are mailed to the new address.
Document Imaging (63,000 per month)	\$0.005	This is the cost to image the documents for online storage. Images are transferred to InfoSend's Print Image Archiving web application (storage costs on line below). They are also stored on up to 1 CD (FinalDoc CD product) per month and shipped to the City for long-term archiving (no extra cost for the CD). Additionally they can be transferred to the City's network at no additional cost (FinalDoc Transfer service).
Optional Duplex fee	\$0.005	Upgrade to full color printed on both sides, base price of bill includes 4 colors front (full color) and 1 color back. This upgrade will make full color-duplex print.
Document Storage (63,000 per month)	\$0.0025	This is the cost to store the images online for 24 months from the mail date. Images can be stored online for 48 months for \$0.01 per image, and for 60 months for \$0.0125 per image.
Document Access (63,000 images per month)	\$0.00	No cost for document access
Mail Merge (price per piece)		Cost is a total of \$0.13 per piece to perform a mail merge and print and mail 1 page documents that are formatted to use InfoSend's standard double window outgoing envelope and standard single window return envelope. Price assumes mailing will have at least 20,000 addresses. No setup fee. Subtract \$0.013 from materials cost if no return envelope is required.
BangTail Envelopes	\$0.077 per piece	Price for 1-month orders of BangTail envelopes. Price goes down if larger orders are placed.

3

<p>"House Holding" - grouping multiple statements with the same mailing address together in the same outgoing envelope.</p>	<p>See Description</p>	<p>No cost to provide this service if the pages fit in the regular outgoing envelope. If there are too many pages grouped together to fit in the regular outgoing envelope then they are inserted by hand into a flat envelope and a \$0.25 labor surcharge applies and the cost of the flat envelope is \$0.16. Using house holding saves the City money because it reduces postage costs.</p>
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Postage Deposit

InfoSend purchases the postage needed to mail Client documents on the day of mailing. The postage charges are later invoiced to Client based on the Client's payment terms. InfoSend requires Client to submit a postage deposit prior to the first mailing to facilitate the payment terms. This amount will remain in deposit for the duration of the Agreement. Upon Agreement expiration or termination Client must pay in full any outstanding invoices from InfoSend for payables created under this Agreement; the postage deposit will be refunded within fifteen (15) days of the date that the last open invoice is paid.

The postage deposit is subject to an annual review and may be adjusted to account for changes to Client average mailing volume or changes to USPS postage rates. There will be no more than one adjustment requested per year, if at all.

The postage deposit amount is calculated by multiplying the estimated number mail pieces per month by the current 5-Digit pre-sorted first class postage rate. The postage deposit amount due for your account is:

P.O. amount on account: \$22,680.00
Terms: Net 30

**AGREEMENT FOR THE PERFORMANCE OF SERVICES
BY AND BETWEEN THE
CITY OF SANTA CLARA, CALIFORNIA,
AND
INFOSEND, INC.**

EXHIBIT C

INSURANCE REQUIREMENTS

Without limiting the Contractor's indemnification of the City, and prior to commencing any of the Services required under this Agreement, the Contractor shall provide and maintain in full force and effect, at its sole cost and expense, the following insurance policies with at least the indicated coverages, provisions and endorsements:

A. COMMERCIAL GENERAL LIABILITY INSURANCE

1. Commercial General Liability Insurance policy which provides coverage at least as broad as Insurance Services Office form CG 00 01. Policy limits are subject to review, but shall in no event be less than, the following:
 - \$1,000,000 Each Occurrence
 - \$2,000,000 General Aggregate
 - \$2,000,000 Products/Completed Operations Aggregate
 - \$1,000,000 Personal Injury
2. Exact structure and layering of the coverage shall be left to the discretion of Contractor; however, any excess or umbrella policies used to meet the required limits shall be at least as broad as the underlying coverage and shall otherwise follow form.
3. The following provisions shall apply to the Commercial Liability policy as well as any umbrella policy maintained by the Contractor to comply with the insurance requirements of this Agreement:
 - a. Coverage shall be on a "pay on behalf" basis with defense costs payable in addition to policy limits;
 - b. There shall be no cross liability exclusion which precludes coverage for claims or suits by one insured against another; and
 - c. Coverage shall apply separately to each insured against whom a claim is made or a suit is brought, except with respect to the limits of liability.

B. BUSINESS AUTOMOBILE LIABILITY INSURANCE

Business automobile liability insurance policy which provides coverage at least as broad as ISO form CA 00 01 with policy limits a minimum limit of not less than one million dollars (\$1,000,000) each accident using, or providing coverage at least as broad as, Insurance Services Office form CA 00 01. Liability coverage shall apply to all owned, non-owned and hired autos.

In the event that the Work being performed under this Agreement involves transporting of hazardous or regulated substances, hazardous or regulated wastes and/or hazardous or regulated materials, Contractor and/or its subcontractors involved in such activities shall provide coverage with a limit of two million dollars (\$2,000,000) per accident covering transportation of such materials by the addition to the Business Auto Coverage Policy of Environmental Impairment Endorsement MCS90 or Insurance Services Office endorsement form CA 99 48, which amends the pollution exclusion in the standard Business Automobile Policy to cover pollutants that are in or upon, being transported or towed by, being loaded onto, or being unloaded from a covered auto.

C. WORKERS' COMPENSATION

1. Workers' Compensation Insurance Policy as required by statute and employer's liability with limits of at least one million dollars (\$1,000,000) policy limit Bodily Injury by disease, one million dollars (\$1,000,000) each accident/Bodily Injury and one million dollars (\$1,000,000) each employee Bodily Injury by disease.
2. The indemnification and hold harmless obligations of Contractor included in this Agreement shall not be limited in any way by any limitation on the amount or type of damage, compensation or benefit payable by or for Contractor or any subcontractor under any Workers' Compensation Act(s), Disability Benefits Act(s) or other employee benefits act(s).
3. This policy must include a Waiver of Subrogation in favor of the City of Santa Clara, its City Council, commissions, officers, employees, volunteers and agents.

D. COMPLIANCE WITH REQUIREMENTS

All of the following clauses and/or endorsements, or similar provisions, must be part of each commercial general liability policy, and each umbrella or excess policy.

1. Additional Insureds. City of Santa Clara, its City Council, commissions, officers, employees, volunteers and agents are hereby added as additional insureds in respect to liability arising out of Contractor's work for City, using Insurance Services Office (ISO) Endorsement CG 20 10 11 85 or the combination of CG 20 10 03 97 and CG 20 37 10 01, or its equivalent.
2. Primary and non-contributing. Each insurance policy provided by Contractor shall contain language or be endorsed to contain wording making it primary insurance as respects to, and not requiring contribution from, any other insurance which the

Indemnities may possess, including any self-insurance or self-insured retention they may have. Any other insurance Indemnities may possess shall be considered excess insurance only and shall not be called upon to contribute with Contractor's insurance.

3. Cancellation.

- a. Each insurance policy shall contain language or be endorsed to reflect that no cancellation or modification of the coverage provided due to non-payment of premiums shall be effective until written notice has been given to City at least ten (10) days prior to the effective date of such modification or cancellation. In the event of non-renewal, written notice shall be given at least ten (10) days prior to the effective date of non-renewal.
- b. Each insurance policy shall contain language or be endorsed to reflect that no cancellation or modification of the coverage provided for any cause save and except non-payment of premiums shall be effective until written notice has been given to City at least thirty (30) days prior to the effective date of such modification or cancellation. In the event of non-renewal, written notice shall be given at least thirty (30) days prior to the effective date of non-renewal.

4. Other Endorsements. Other endorsements may be required for policies other than the commercial general liability policy if specified in the description of required insurance set forth in Sections A through D of this Exhibit C, above.

E. ADDITIONAL INSURANCE RELATED PROVISIONS

Contractor and City agree as follows:

1. Contractor agrees to ensure that subcontractors, and any other party involved with the Services who is brought onto or involved in the performance of the Services by Contractor, provide the same minimum insurance coverage required of Contractor, except as with respect to limits. Contractor agrees to monitor and review all such coverage and assumes all responsibility for ensuring that such coverage is provided in conformity with the requirements of this Agreement. Contractor agrees that upon request by City, all agreements with, and insurance compliance documents provided by, such subcontractors and others engaged in the project will be submitted to City for review.
2. Contractor agrees to be responsible for ensuring that no contract used by any party involved in any way with the project reserves the right to charge City or Contractor for the cost of additional insurance coverage required by this Agreement. Any such provisions are to be deleted with reference to City. It is not the intent of City to reimburse any third party for the cost of complying with these requirements. There shall be no recourse against City for payment of premiums or other amounts with respect thereto.

**AGREEMENT FOR THE PERFORMANCE OF SERVICES
BY AND BETWEEN THE
CITY OF SANTA CLARA, CALIFORNIA,
AND
INFOSEND, INC.**

EXHIBIT D

**ETHICAL STANDARDS FOR CONTRACTORS SEEKING TO ENTER INTO AN
AGREEMENT WITH THE CITY OF SANTA CLARA, CALIFORNIA**

Termination of Agreement for Certain Acts.

- A. The City may, at its sole discretion, terminate this Agreement in the event any one or more of the following occurs:
1. If a Contractor¹ does any of the following:
 - a. Is convicted² of operating a business in violation of any Federal, State or local law or regulation;
 - b. Is convicted of a crime punishable as a felony involving dishonesty³;
 - c. Is convicted of an offense involving dishonesty or is convicted of fraud or a criminal offense in connection with: (1) obtaining; (2) attempting to obtain; or, (3) performing a public contract or subcontract;
 - d. Is convicted of any offense which indicates a lack of business integrity or business honesty which seriously and directly affects the present responsibility of a City contractor or subcontractor; and/or,
 - e. Made (or makes) any false statement(s) or representation(s) with respect to this Agreement.

¹ For purposes of this Agreement, the word "Consultant" (whether a person or a legal entity) also refers to "Contractor" and means any of the following: an owner or co-owner of a sole proprietorship; a person who controls or who has the power to control a business entity; a general partner of a partnership; a principal in a joint venture; or a primary corporate stockholder [i.e., a person who owns more than ten percent (10%) of the outstanding stock of a corporation] and who is active in the day to day operations of that corporation.

² For purposes of this Agreement, the words "convicted" or "conviction" mean a judgment or conviction of a criminal offense by any court of competent jurisdiction, whether entered upon a verdict or a plea, and includes a conviction entered upon a plea of nolo contendere within the past five (5) years.

³ As used herein, "dishonesty" includes, but is not limited to, embezzlement, theft, forgery, bribery, falsification or destruction of records, making false statements, failure to pay tax obligations, receiving stolen property, collusion or conspiracy.

2. If fraudulent, criminal or other seriously improper conduct of any officer, director, shareholder, partner, employee or other individual associated with the Contractor can be imputed to the Contractor when the conduct occurred in connection with the individual's performance of duties for or on behalf of the Contractor, with the Contractor's knowledge, approval or acquiescence, the Contractor's acceptance of the benefits derived from the conduct shall be evidence of such knowledge, approval or acquiescence.
- B. The City may also terminate this Agreement in the event any one or more of the following occurs:
1. The City determines that Contractor no longer has the financial capability⁴ or business experience⁵ to perform the terms of, or operate under, this Agreement; or,
 2. If City determines that the Contractor fails to submit information, or submits false information, which is required to perform or be awarded a contract with City, including, but not limited to, Contractor's failure to maintain a required State issued license, failure to obtain a City business license (if applicable) or failure to provide and maintain bonds and/or insurance policies required under this Agreement.
- C. In the event a prospective Contractor (or bidder) is ruled ineligible (debarred) to participate in a contract award process or a contract is terminated pursuant to these provisions, Contractor may appeal the City's action to the City Council by filing a written request with the City Clerk within ten (10) days of the notice given by City to have the matter heard. The matter will be heard within thirty (30) days of the filing of the appeal request with the City Clerk. The Contractor will have the burden of proof on the appeal. The Contractor shall have the opportunity to present evidence, both oral and documentary, and argument.

⁴ Contractor becomes insolvent, transfers assets in fraud of creditors, makes an assignment for the benefit of creditors, files a petition under any section or chapter of the federal Bankruptcy Code (11 U.S.C.), as amended, or under any similar law or statute of the United States or any state thereof, is adjudged bankrupt or insolvent in proceedings under such laws, or a receiver or trustee is appointed for all or substantially all of the assets of Contractor.

⁵ Loss of personnel deemed essential by the City for the successful performance of the obligations of the Contractor to the City.

**AGREEMENT FOR THE PERFORMANCE OF SERVICES
BY AND BETWEEN THE
CITY OF SANTA CLARA, CALIFORNIA,
AND
INFOSEND, INC.**

EXHIBIT E

AFFIDAVIT OF COMPLIANCE WITH ETHICAL STANDARDS

I hereby state that I have read and understand the language, entitled "Ethical Standards" set forth in Exhibit D. I have the authority to make these representations on my own behalf or on behalf of the legal entity identified herein. I have examined appropriate business records, and I have made appropriate inquiry of those individuals potentially included within the definition of "Contractor" contained in Ethical Standards at footnote 1.

Based on my review of the appropriate documents and my good-faith review of the necessary inquiry responses, I hereby state that neither the business entity nor any individual(s) belonging to said "Contractor" category [i.e., owner or co-owner of a sole proprietorship, general partner, person who controls or has power to control a business entity, etc.] has been convicted of any one or more of the crimes identified in the Ethical Standards within the past five (5) years.

The above assertions are true and correct and are made under penalty of perjury under the laws of the State of California.

INFOSEND, INC.

a corporation

By: 
Signature of Authorized Person or Representative

Name: Russ Rezai

Title: President

NOTARY'S ACKNOWLEDGMENT TO BE ATTACHED

Please execute the affidavit and attach a notary public's acknowledgment of execution of the affidavit by the signatory. If the affidavit is on behalf of a corporation, partnership, or other legal entity, the entity's complete legal name and the title of the person signing on behalf of the legal entity shall appear above. Written evidence of the authority of the person executing this affidavit on behalf of a corporation, partnership, joint venture, or any other legal entity, other than a sole proprietorship, shall be attached.

ACKNOWLEDGMENT

A notary public or other officer completing this certificate verifies only the identity of the individual who signed the document to which this certificate is attached, and not the truthfulness, accuracy, or validity of that document.

State of California
County of Orange

On 6/7/17 before me, Lori N. Hing, Notary Public
(insert name and title of the officer)

personally appeared Russ Rera,
who proved to me on the basis of satisfactory evidence to be the person(s) whose name(s) is/are subscribed to the within instrument and acknowledged to me that he/she/they executed the same in his/her/their authorized capacity(ies), and that by his/her/their signature(s) on the instrument the person(s), or the entity upon behalf of which the person(s) acted, executed the instrument.

I certify under PENALTY OF PERJURY under the laws of the State of California that the foregoing paragraph is true and correct.

WITNESS my hand and official seal.

Signature [Signature] (Seal)



**AGREEMENT FOR THE PERFORMANCE OF SERVICES
BY AND BETWEEN THE
CITY OF SANTA CLARA, CALIFORNIA,
AND
INFOSEND, INC.**

EXHIBIT F

MILESTONE SCHEDULE

(Not Applicable)

**AMENDMENT NO. 1
TO THE AGREEMENT FOR SERVICES
BETWEEN THE
CITY OF SANTA CLARA, CALIFORNIA,
AND
INFOSEND, INC.**

PREAMBLE

This agreement ("Amendment No. 1") is entered into between the City of Santa Clara, California, a chartered California municipal corporation (City) and InfoSend, Inc., a California corporation (Contractor). City and Contractor may be referred to individually as a "Party" or collectively as the "Parties" or the "Parties to this Agreement."

RECITALS

- A. The Parties previously entered into an agreement entitled "Agreement for the Performance of Services by and between the City of Santa Clara, California and InfoSend, Inc.", dated June 7, 2017 (Agreement); and
- B. The Parties entered into the Agreement for the purpose of having Contractor provide bill print and mail services, and the Parties now wish to amend the Agreement to extend the term of the agreement through June 30, 2021, pursuant to the renewal terms of the Agreement.

NOW, THEREFORE, the Parties agree as follows:

AMENDMENT TERMS AND CONDITIONS

- 1. Section 5 of the Agreement, entitled "Term of Agreement", is amended to read as follows:

Unless otherwise set forth in this Agreement or unless this paragraph is subsequently modified by a written amendment to this Agreement, the term of this Agreement shall begin on the Effective Date of this Agreement and terminate on June 30, 2021, subject to one optional one-year renewal.
- 2. Exhibit B of the Agreement, entitled "Fee Schedule", is hereby amended to read as shown in First Revised Exhibit B, attached and incorporated into this Amendment No. 1.
- 3. Except as set forth herein, all other terms and conditions of the Agreement shall remain in full force and effect. In case of a conflict in the terms of the Agreement and this Amendment No. 1, the provisions of this Amendment No. 1 shall control.

The Parties acknowledge and accept the terms and conditions of this Amendment No. 1 as evidenced by the following signatures of their duly authorized representatives.

CITY OF SANTA CLARA, CALIFORNIA
a chartered California municipal corporation

Approved as to Form:

Dated:

6/3/2020

For

BRIAN DOYLE
City Attorney

or

DEANNA J. SANTANA
City Manager
1500 Warburton Avenue
Santa Clara, CA 95050
Telephone: (408) 615-2210
Fax: (408) 241-6771

"CITY"

INFOSEND, INC.
a California corporation

Dated:

5/26/20

By (Signature):

Name: Russ Rezai

Title: President

Principal Place of Business Address: 4240 East La Palma Ave.
Anaheim, CA 92807

Email Address: russ.r@infosend.com

Telephone: (800) 955-9330

Fax: (714) 993-1306

"CONTRACTOR"

**FIRST REVISED EXHIBIT B
FEE SCHEDULE**

1. Maximum Compensation

The maximum compensation City will pay the Contractor for services and materials under this Agreement shall not exceed **One Million Seven Hundred Thousand Dollars (\$1,700,000)** during the term of the Agreement, including the renewal periods, subject to annual budget appropriations. Any additional services or materials requested by the City that would exceed the preceding maximum amount will be addressed in an Amendment to the Agreement.

2. Fees

The pricing set forth in this First Revised Exhibit B is effective from July 1, 2020.

InfoSend's Fees – Print and Mail Service: Estimated volume = 60,000 Bills Per Month (The individual prices shown in the table below apply only to the turnkey BillPrint and Mail service, some items can go up in price if sold separately)		
Services		
Bill and Notice Data Processing and printing - (60,000 per month)	\$0.0196 per piece	Per page. Includes address validation and presorting. Black simplex printing onto a pre-printed form.
Mail Prep (63,000 per month)	\$0.0279 per piece	Per page. Bill is folded and inserted (along with the return envelope if there is one) and delivered to the post office within 1 business day.
Insert Processing and Printing (300,000 per month)	\$0.0155 per piece	This pricing was specific to your sample "Mission City Scenes Insert" we were referred to as your reference. This is a larger insert and accounts for a significant portion of the insert page volume indicated.
Machine Inserting of Inserts into bill packages	\$0.0052 Per Piece	Same cost applies for inserting InfoSend-printed inserts and City- provided inserts.
Mail Delivery to USPS (63,000 per month)	\$0.00	No mail delivery fees
Postage (63,000 mailings per month)	Pass-Through	Lowest possible postage will be applied based on your billing file and CASS and pre-sort results. At the present time \$0.35 is the lowest possible rate – it is the First Class 5-Digit pre-sorted rate offered by the USPS. Higher postage rates apply for mail pieces that: weigh more than 2 oz, are addressed to a foreign address (you have the option of suppressing these), or contain an undeliverable address.
Materials Pricing		
Paper Stock for Bills and Notices (60,000 per month)	\$0.0134	Per page. Custom Form up to 3 color printing on 24# paper with a perforation. The bill stock uses normal paper, you can use recycled stock for an additional \$0.004 per sheet.
Paper Stock for Correspondence (3,000 per month)	\$0.0134	24# pound paper. The bill stock uses normal paper, you can use recycled stock for an additional \$0.004 per sheet.

Envelopes	Envelopes use sustainably logged paper, which is the equivalent or superior to recycled paper as there are no chemicals used in the recycling process. If you wish to use recycled content envelopes add \$0.004 to the price of each envelope.	
Per RFP Spec Custom #10 Outgoing Envelope (60,000 per month)	Per Order	Cost to recreate the current outgoing envelope: Price is for 6-month orders at a time of custom single window envelope with 1 color ink being printed on the front, back and inside of the envelope. Price can go down or up as requirements change or order quantities change.
Per RFP Spec Custom #9 Return Envelope (60,000 per month)	\$0.022	Cost to recreate the current return envelope: Price is for 12-month orders at a time of custom envelope with 1 color ink being printed on the front of the envelope. Price can go up or down as requirements change or order quantities change.
Alternative- Standard #10 Outgoing Envelope	\$0.0155	Per InfoSend standard double window outgoing envelope with security tint and plastic film protecting the windows (with this option the mailing address and return address are printed on the bill).
Alternative- Standard #9 Return Envelope	\$0.0137	Per InfoSend standard single window one color printing on the front, back and inside of the 22lb paper stock return envelope with security tint and plastic film protecting the windows, (with this option the mailing address is printed on the remittance stub). These envelopes use sustainably logged paper.
Other Services		
Help Desk Support (cost per month)	\$0.00	There are no help desk costs.
Professional Services (hourly rate)	\$150.00	A Statement of Work will be provided for every change request after Go Live.
Optional Services		
Electronic Address Updates – NCOALink or ACS	\$0.003	Per mail piece cost to process mailing addresses using the National Change of Address (NCOA) database. Bills are mailed to the new address.
Document Imaging (63,000 per month)	\$0.005	This is the cost to image the documents for online storage. Images are transferred to InfoSend's Print Image Archiving web application (storage costs on line below). They are also stored on up to 1 CD (FinalDoc CD product) per month and shipped to the City for long- term archiving (no extra cost for the CD). Additionally they can be transferred to the City's network at no additional cost (FinalDoc Transfer service).

Optional Duplex fee	\$0.005	Upgrade to full color printed on both sides, base price of bill includes 4 colors front (full color) and 1 color back. This upgrade will make full color-duplex print.
Document Storage (63,000 per month)	\$0.0025	This is the cost to store the images online for 24 months from the mail date. Images can be stored online for 48 months for \$0.01 per image, and for 60 months for \$0.0125 per image.
Document Access (63,000 images per month)	\$0.00	No cost for document access
Mail Merge (price per piece)		Cost is a total of \$0.13 per piece to perform a mail merge and print and mail 1 page documents that are formatted to use InfoSend's standard double window outgoing envelope and standard single window return envelope. Price assumes mailing will have at least 20,000 addresses. No setup fee. Subtract \$0.013 from materials cost if no return envelope is required.
BangTail Envelopes	\$0.077 per piece	Price for 1-month orders of BangTail envelopes. Price goes down if larger orders are placed.
"House Holding" - grouping multiple statements with the same mailing address together in the same outgoing envelope.	See Description	No cost to provide this service if the pages fit in the regular outgoing envelope. If there are too many pages grouped together to fit in the regular outgoing envelope then they are inserted by hand into a flat envelope and a \$0.25 labor surcharge applies and the cost of the flat envelope is \$0.16. Using house holding saves the City money because it reduces postage costs.

Postage Deposit

InfoSend purchases the postage needed to mail Client documents on the day of mailing. The postage charges are later invoiced to Client based on the Client's payment terms. InfoSend requires Client to submit a postage deposit prior to the first mailing to facilitate the payment terms. This amount will remain in deposit for the duration of the Agreement. Upon Agreement expiration or termination, Client must pay in full any outstanding invoices from InfoSend for payables created under this Agreement; the postage deposit will be refunded within fifteen (15) days of the date that the last open invoice is paid.

The postage deposit is subject to an annual review and may be adjusted to account for changes to Client average mailing volume or changes to the USPS postage rates. There will be no more than one adjustment requested per year, it at all.

The postage deposit amount is calculated by multiplying the estimated number mail pieces per month by the current 5-Digit presorted first class postage rate. The postage deposit amount due for your account is:

P.O. amount on account: \$22,680.00
Terms: Net 30

**AMENDMENT NO. 2
TO THE AGREEMENT FOR SERVICES
BETWEEN THE
CITY OF SANTA CLARA, CALIFORNIA,
AND
INFOSEND, INC.**

PREAMBLE

This agreement ("Amendment No. 2") is entered into between the City of Santa Clara, California, a chartered California municipal corporation (City) and InfoSend, Inc., a California corporation (Contractor). City and Contractor may be referred to individually as a "Party" or collectively as the "Parties" or the "Parties to this Agreement."

RECITALS

- A. The Parties previously entered into an agreement entitled "Agreement for the Performance of Services by and between the City of Santa Clara, California and InfoSend, Inc.", dated June 7, 2017 (Agreement);
- B. The Agreement was previously amended by Amendment No. 1, dated June 3, 2020, and is again amended by this Amendment No. 2. The Agreement and all previous amendments are collectively referred to herein as the "Agreement as Amended"; and
- C. The Parties entered into the Agreement as Amended for the purpose of having Contractor provide bill print and mail services, and the Parties now wish to amend the Agreement as Amended to extend the term of the agreement through June 30, 2022, pursuant to the renewal terms of the Agreement.

NOW, THEREFORE, the Parties agree as follows:

AMENDMENT TERMS AND CONDITIONS

1. Section 5 of the Agreement as Amended, entitled "Term of Agreement" is amended to read as follows:

Unless otherwise set forth in this Agreement or unless this paragraph is subsequently modified by a written amendment to this Agreement, the term of this Agreement shall begin on the Effective Date of this Agreement and terminate on June 30, 2022.

2. Exhibit B of the Agreement, entitled "First Revised Fee Schedule", is hereby amended to read as shown in Second Revised Exhibit B, attached and incorporated into this Amendment No. 2.

3. Except as set forth herein, all other terms and conditions of the Agreement as Amended shall remain in full force and effect. In case of a conflict in the terms of the Agreement as Amended and this Amendment No. 2, the provisions of this Amendment No. 2 shall control.

The Parties acknowledge and accept the terms and conditions of this Amendment No. 2 as evidenced by the following signatures of their duly authorized representatives.

CITY OF SANTA CLARA, CALIFORNIA
a chartered California municipal corporation

Approved as to Form:

Dated: 5/21/2021



BRIAN DOYLE
City Attorney


DEANNA J. SANTANA
City Manager
1500 Warburton Avenue
Santa Clara, CA 95050
Telephone: (408) 615-2210
Fax: (408) 241-6771

"CITY"

INFOSEND, INC.
a California corporation

Dated: 5/12/2021

By (Signature): 

Name: Russ Reza

Title: President

Principal Place of Business Address: 4240 East La Palma Ave.

Anaheim, CA 92807

Email Address: russ.r@infosend.com

Telephone: (800) 955-9330

Fax: (714) 993-1306

"CONTRACTOR"

**SECOND REVISED EXHIBIT B
FEE SCHEDULE**

1. Maximum Compensation

The maximum compensation City will pay the Contractor for services and materials under this Agreement shall not exceed **One Million Seven Hundred Thousand Dollars (\$1,700,000)** during the term of the Agreement, including the renewal periods, subject to annual budget appropriations. Any additional services or materials requested by the City that would exceed the preceding maximum amount will be addressed in an Amendment to the Agreement.

2. Fees

The pricing set forth in this Second Revised Exhibit B is effective from July 1, 2021 through June 30, 2022.

InfoSend's Fees – Print and Mail Service: Estimated volume = 60,000 Bills Per Month (The individual prices shown in the table below apply only to the turnkey BillPrint and Mail service, some items can go up in price if sold separately)		
Services		
Bill and Notice Data Processing and printing - (60,000 per month)	\$0.0199 per piece	Per page. Includes address validation and presorting. Black simplex printing onto a pre-printed form.
Mail Prep (63,000 per month)	\$0.0284 per piece	Per page. Bill is folded and inserted (along with the return envelope if there is one) and delivered to the post office within 1 business day.
Insert Processing and Printing (300,000 per month)	\$0.0158 per piece	This pricing was specific to your sample "Mission City Scenes Insert" we were referred to as your reference. This is a larger insert and accounts for a significant portion of the insert page volume indicated.
Machine Inserting of Inserts into bill packages	\$0.0053 Per Piece	Same cost applies for inserting InfoSend-printed inserts and City- provided inserts.
Mail Delivery to USPS (63,000 per month)	\$0.00	No mail delivery fees
Postage (63,000 mailings per month)	Pass-Through	Lowest possible postage will be applied based on your billing file and CASS and pre-sort results. At the present time \$0.35 is the lowest possible rate – it is the First Class 5-Digit pre-sorted rate offered by the USPS. Higher postage rates apply for mail pieces that: weigh more than 2 oz, are addressed to a foreign address (you have the option of suppressing these), or contain an undeliverable address.
Materials Pricing		
Paper Stock for Bills and Notices (60,000 per month)	\$0.0136	Per page. Custom Form up to 3 color printing on 24# paper with a perforation. The bill stock uses normal paper, you can use recycled stock for an additional \$0.004 per sheet.

Paper Stock for Correspondence (3,000 per month)	\$0.0136	24# pound paper. The bill stock uses normal paper, you can use recycled stock for an additional \$0.004 per sheet.
Envelopes		Envelopes use sustainably logged paper, which is the equivalent or superior to recycled paper as there are no chemicals used in the recycling process. If you wish to use recycled content envelopes add \$0.004 to the price of each envelope.
Per RFP Spec Custom #10 Outgoing Envelope (60,000 per month)	Per Order	Cost to recreate the current outgoing envelope: Price is for 6-month orders at a time of custom single window envelope with 1 color ink being printed on the front, back and inside of the envelope. Price can go down or up as requirements change or order quantities change.
Per RFP Spec Custom #9 Return Envelope (60,000 per month)	\$0.0224	Cost to recreate the current return envelope: Price is for 12-month orders at a time of custom envelope with 1 color ink being printed on the front of the envelope. Price can go up or down as requirements change or order quantities change.
Alternative- Standard #10 Outgoing Envelope	\$0.0158	Per InfoSend standard double window outgoing envelope with security tint and plastic film protecting the windows (with this option the mailing address and return address are printed on the bill).
Alternative- Standard #9 Return Envelope	\$0.0139	Per InfoSend standard single window one color printing on the front, back and inside of the 22lb paper stock return envelope with security tint and plastic film protecting the windows, (with this option the mailing address is printed on the remittance stub). These envelopes use sustainably logged paper.
Other Services		
Help Desk Support (cost per month)	\$0.00	There are no help desk costs.
Professional Services (hourly rate)	\$152.55	A Statement of Work will be provided for every change request after Go Live.
Optional Services		
Electronic Address Updates – NCOALink or ACS	\$0.0031	Per mail piece cost to process mailing addresses using the National Change of Address (NCOA) database. Bills are mailed to the new address.

Document Imaging (63,000 per month)	\$0.0051	This is the cost to image the documents for online storage. Images are transferred to InfoSend's Print Image Archiving web application (storage costs on line below). They are also stored on up to 1 CD (FinalDoc CD product) per month and shipped to the City for long- term archiving (no extra cost for the CD). Additionally they can be transferred to the City's network at no additional cost (FinalDoc Transfer service).
Optional Duplex fee	\$0.0051	Upgrade to full color printed on both sides, base price of bill includes 4 colors front (full color) and 1 color back. This upgrade will make full color-duplex print.
Document Storage (63,000 per month)	\$0.0025	This is the cost to store the images online for 24 months from the mail date. Images can be stored online for 48 months for \$0.01 per image, and for 60 months for \$0.0125 per image.
Document Access (63,000 images per month)	\$0.00	No cost for document access
Mail Merge (price per piece)		Cost is a total of \$0.13 per piece to perform a mail merge and print and mail 1 page documents that are formatted to use InfoSend's standard double window outgoing envelope and standard single window return envelope. Price assumes mailing will have at least 20,000 addresses. No setup fee. Subtract \$0.013 from materials cost if no return envelope is required.
BangTail Envelopes	\$0.0783 per piece	Price for 1-month orders of BangTail envelopes. Price goes down if larger orders are placed.
"House Holding" - grouping multiple statements with the same mailing address together in the same outgoing envelope.	See Description	No cost to provide this service if the pages fit in the regular outgoing envelope. If there are too many pages grouped together to fit in the regular outgoing envelope then they are inserted by hand into a flat envelope and a \$0.25 labor surcharge applies and the cost of the flat envelope is \$0.16. Using house holding saves the City money because it reduces postage costs.

Postage Deposit

InfoSend purchases the postage needed to mail Client documents on the day of mailing. The postage charges are later invoiced to Client based on the Client's payment terms. InfoSend requires Client to submit a postage deposit prior to the first mailing to facilitate the payment terms. This amount will remain in deposit for the duration of the Agreement. Upon Agreement expiration or termination, Client must pay in full any outstanding invoices from InfoSend for payables created under this Agreement; the postage deposit will be refunded within fifteen (15) days of the date that the last open invoice is paid.

The postage deposit is subject to an annual review and may be adjusted to account for changes to Client average mailing volume or changes to the USPS postage rates. There will be no more than one adjustment requested per year, it at all.

The postage deposit amount is calculated by multiplying the estimated number mail pieces per month by the current 5-Digit presorted first class postage rate. The postage deposit amount due for your account is:

P.O. amount on account: \$22,680.00

Terms: Net 30



City of Santa Clara

1500 Warburton Avenue
Santa Clara, CA 95050
santaclaraca.gov
@SantaClaraCity

Agenda Report

21-1049

Agenda Date: 10/26/2021

REPORT TO COUNCIL

SUBJECT

Action on Amendments to Agreements with Smart Energy Systems, Inc. and InfoSend, Inc. for a Customer Service Portal and Bill Print and Mail Services, respectively

COUNCIL PILLAR

Deliver and Enhance High Quality Efficient Services and Infrastructure

BACKGROUND

The Municipal Services Division of the Finance Department (“Division”) is responsible for measuring water/electric consumption, generating accurate bills, collecting revenue, and providing customer service for the City’s utility customers. The Division utilizes a utility billing system that integrates with, and are dependent on, several applications to manage and streamline its operation including meter data management, bill print and delivery, payment collection, and customer service.

The Division is currently managing several projects to streamline operations, improve customer service, and replace end-of-life systems. Such projects include upgrading the Utility Billing System, Customer Self-Service Portal and Municipal Services Contact Center System, and replacing the end-of-life meter reading and cashiering systems. Others include providing support to external projects impacting the Division’s operations, such as the transition of banking services to JPMorgan Chase, replacement of the City’s permit system, and sunset of the SVP Green Power Residential Project.

The purpose of this report is to request authorization to amend agreements with Smart Energy Systems, Inc. for an online Customer Self-Service Portal and InfoSend, Inc. for bill print and mail services to extend the term and increase maximum compensation.

DISCUSSION

Smart Energy Systems

On December 11, 2018, the City Council approved an agreement with Smart Energy Systems, Inc. (Agreement) for the purchase and implementation of a new cloud-hosted Customer Self-Service Portal for Electric, Water, Sewer, and Solid Waste Disposal utility services for residents and businesses. The Agreement was the outcome of a competitive Request for Proposal (RFP) pursuant to the City’s purchasing rules. The Agreement expires on December 21, 2021.

The new portal will replace the existing, outdated self-service portal, enhancing the customer self-service experience, streamlining the online payments of utility services, and improving customer communication and education. Implementation of the new portal was dependent on the completion of the Utility Billing System upgrade, which was delayed due to unforeseen changes needed to the

system to address backlogs in billing due to automated meter installations and resource constraints. Multiple projects driven by utility stakeholders requiring immediate assistance from key Finance staff, and COVID-19 Shelter in Place which suspended work on the project due to the emergency order to provide essential only services during the pandemic. The Utility Billing System upgrade went live in late summer 2021 and the issues associated with automated meter installations have been resolved; therefore, work can continue to complete implementation of the system, which is expected later this year/early next year.

The proposed Amendment No. 1 will extend the initial term of the agreement by three years, ending on December 21, 2024 to allow sufficient time to complete implementation of the system. Amendment No.1 will also increase the maximum compensation by \$396,194 for a revised not-to-exceed amount of \$1,653,343. Although behind schedule, system implementation is on budget per the original contract. The additional compensation is required to support the revised number of meter accounts and transactions as demonstrated in the table below:

Cost Elements	Original Amount	Amended Amount
System Implementation (including travel expenses)	\$144,350	\$141,350
Software Subscription (based on the number of meter accounts)	\$510,390	\$761,993
Transactions-Based Fees (inbound/outbound text notifications, Interactive Voice Response, debit/credit card processing fees, electronic check payment processing fees, etc.)	\$602,409	\$750,000
Total	\$1,257,149	\$1,653,343

The total cost for software licenses and number of transactions are forecast by staff and may change over the term of the agreement. Additionally, staff anticipates future changes to the system may be required in order to stay current with evolving payment technologies and customer service requirements. Therefore, staff is also requesting authority to execute future amendments to implement changes to the system that may be required and allow for ongoing use and support of the system.

After the initial term, price adjustments are capped at the lesser amount of 3% or the percent increase in the Consumer Price Index (CPI). Pass-through fees are not subject to the aforementioned cap and must be supported by a formal request justifying the increase.

InfoSend

In 2017, staff conducted a competitive procurement process resulting in the recommendation of award to InfoSend, Inc. which was approved by the City Council. The agreement with InfoSend terms out on June 30, 2022, inclusive of Amendments No. 1 and 2 that extended the agreement by two years from the three-year initial term.

As discussed in the Background section, the support of numerous projects was already putting a significant workload on staff prior to the COVID-19 pandemic. The impacts of COVID-19 further

added to the Division's workload and shifting priorities. COVID-19 related actions included staffing the drive-up window, as well as implementing programs such as the California Arrears Payment Program as mandated by the State of California to provide relief to households experiencing financial hardships due to the economic impacts of the pandemic.

Staff is recommending extending the term of the agreement with InfoSend for two additional years, ending in June 2024, which will allow the Division to focus its resources on higher priority work. Prior to June 2024, staff will conduct a competitive procurement process to assess the market for this service.

The maximum compensation under the current agreement is \$1,700,000, which reflects an average annual spend of \$340,000 to print and mail approximately 60,000 invoices per month. Amendment No. 3 to the Agreement will increase compensation by \$680,000 for a revised not-to-exceed maximum compensation amount of \$2,380,000.

Compensation under the agreement is based on a unit cost for data processing, printing, and mailing. InfoSend has requested a 2.2% increase for the extended term effective July 1, 2022 through June 30, 2024. Staff has determined that this request is reasonable based on the Consumer Price Index annual increase of 3.7%.

ENVIRONMENTAL REVIEW

The action being considered does not constitute a "project" within the meaning of the California Environmental Quality Act ("CEQA") pursuant to CEQA Guidelines section 15378(a) as it has no potential for resulting in either a direct physical change in the environment, or a reasonably foreseeable indirect physical change in the environment.

FISCAL IMPACT

Agreement with Smart Energy Systems, Inc. for a Customer Self-Service Portal

Funding is provided in the FY 2021/22 Adopted Capital Improvement Budget in the Utility Management Information Systems (UMIS) Enhancements Project budgeted in the General Government Capital Fund. The FY 2021/22 project budget is sufficient to cover the project cost, including the \$396,194 in additional cost.

Agreement with InfoSend, Inc. for Bill Print and Mail Services

The Municipal Services Division in the Finance Department has sufficient funding in the FY 2021/22 & 2022/23 Adopted Biennial Operating Budget to cover the estimated annual cost of \$340,000. Funding for future years is subject to Council appropriations.

COORDINATION

This report has been coordinated with the City Attorney's Office.

PUBLIC CONTACT

Public contact was made by posting the Council agenda on the City's official-notice bulletin board outside City Hall Council Chambers. A complete agenda packet is available on the City's website and in the City Clerk's Office at least 72 hours prior to a Regular Meeting and 24 hours prior to a Special Meeting. A hard copy of any agenda report may be requested by contacting the City Clerk's Office at (408) 615-2220, email clerk@santaclaraca.gov <<mailto:clerk@santaclaraca.gov>> or at the

public information desk at any City of Santa Clara public library.

RECOMMENDATION

1. Authorize the City Manager to execute Amendment No. 1 to the Agreement with Smart Energy Systems, Inc. for a cloud-hosted Customer Self-Service Portal to extend the term of the agreement by three years ending on December 31, 2024 and increase maximum compensation by \$396,194 for a revised not to exceed amount of \$1,653,343, subject to the appropriation of funds;
2. Authorize the City Manager to execute future amendments to the agreement with Smart Energy Systems, Inc. to extend the term and adjust compensation in the event staff's estimates of usage are exceeded and to cover any changes to system requirements, subject to the appropriation of funds; and
3. Authorize the City Manager to execute Amendment No. 3 to the Agreement with InfoSend, Inc. for Bill Print and Mail Services to extend the term of the agreement by two years ending on June 30, 2024, and increase maximum compensation by \$680,000 for a revised not to exceed amount of \$2,380,000, subject to the appropriation of funds.

Reviewed by: Kenn Lee, Director of Finance

Approved by: Deanna J. Santana, City Manager

ATTACHMENTS

2. 2018 Agreement with Smart Energy Systems, Inc.
2. Amendment No. 1 to the Agreement with Smart Energy Systems, Inc.
3. 2017 Agreement with InfoSend, Inc.
4. Amendment No. 1 to the Agreement with InfoSend, Inc.
5. Amendment No. 2 to the Agreement with InfoSend, Inc.
6. Amendment No. 3 to the Agreement with InfoSend, Inc.

**AMENDMENT NO. 3
TO THE AGREEMENT FOR SERVICES
BETWEEN THE
CITY OF SANTA CLARA, CALIFORNIA,
AND
INFOSEND, INC.**

PREAMBLE

This agreement ("Amendment No. 3") is entered into between the City of Santa Clara, California, a chartered California municipal corporation (City) and InfoSend, Inc., a California corporation (Contractor). City and Contractor may be referred to individually as a "Party" or collectively as the "Parties" or the "Parties to this Agreement."

RECITALS

- A. The Parties previously entered into an agreement entitled "Agreement for the Performance of Services by and between the City of Santa Clara, California and InfoSend, Inc.", dated June 7, 2017 (Agreement);
- B. The Agreement was previously amended by Amendment No. 1, dated June 3, 2020, Amendment No. 2, dated May 21, 2021, and is again amended by this Amendment No. 3. The Agreement and all previous amendments are collectively referred to herein as the "Agreement as Amended"; and
- C. The Parties entered into the Agreement as Amended for the purpose of having Contractor provide bill print and mail services, and the Parties now wish to amend the Agreement as Amended to extend the term of the agreement through June 30, 2024 and increase compensation by Six Hundred Eighty Thousand Dollars (\$680,000) for a revised not-to-exceed maximum compensation amount of Two Million Three Hundred Eighty Thousand Dollars (\$2,380,000).

NOW, THEREFORE, the Parties agree as follows:

AMENDMENT TERMS AND CONDITIONS

1. Section 5 of the Agreement as Amended, entitled "Term of Agreement" is amended to read as follows:

Unless otherwise set forth in this Agreement or unless this paragraph is subsequently modified by a written amendment to this Agreement, the term of this Agreement shall begin on the Effective Date of this Agreement and terminate on June 30, 2024.

2. Exhibit B of the Agreement as Amended, entitled "Second Revised Fee Schedule", is hereby amended to read as shown in Third Revised Exhibit B, attached and incorporated into this Amendment No. 3.
3. Except as set forth herein, all other terms and conditions of the Agreement as Amended shall remain in full force and effect. In case of a conflict in the terms of the Agreement as Amended and this Amendment No. 3, the provisions of this Amendment No. 3 shall control.

The Parties acknowledge and accept the terms and conditions of this Amendment No. 3 as evidenced by the following signatures of their duly authorized representatives.

CITY OF SANTA CLARA, CALIFORNIA
a chartered California municipal corporation

Approved as to Form: _____

Office of the City Attorney
City of Santa Clara

Dated: _____

11/19/2021


DEANNA J. SANTANA
City Manager

1500 Warburton Avenue
Santa Clara, CA 95050
Telephone: (408) 615-2210
Fax: (408) 241-6771

"CITY"

INFOSEND, INC.
a California corporation

Dated: _____

10/11/2021

By (Signature): _____

Name: Russ Rezai

Title: President

Principal Place of Business Address: 4240 East La Palma Ave.
Anaheim, CA 92807

Email Address: russ.r@infosend.com

Telephone: (800) 955-9330

Fax: (714) 993-1306

"CONTRACTOR"

THIRD REVISED EXHIBIT B FEE SCHEDULE

1. Maximum Compensation

The maximum compensation City will pay the Contractor for services and materials under this Agreement shall not exceed **Two Million Three Hundred Eighty Thousand Dollars (\$2,380,000)** during the term of the Agreement, subject to annual budget appropriations. Any additional services or materials requested by the City that would exceed the preceding maximum amount will be addressed in an Amendment to the Agreement.

2. Fees

The pricing set forth in this Third Revised Exhibit B is effective from July 1, 2022 through June 30, 2024.

InfoSend's Fees – Print and Mail Service: Estimated volume = 60,000 Bills Per Month (The individual prices shown in the table below apply only to the turnkey BillPrint and Mail service, some items can go up in price if sold separately)		
Services		
Bill and Notice Data Processing and printing - (60,000 per month)	\$0.0203 per piece	Per page. Includes address validation and presorting. Black simplex printing onto a pre-printed form.
Mail Prep (63,000 per month)	\$0.0290 per piece	Per page. Bill is folded and inserted (along with the return envelope if there is one) and delivered to the post office within 1 business day.
Insert Processing and Printing (300,000 per month)	\$0.0161 per piece	This pricing was specific to your sample "Mission City Scenes Insert" we were referred to as your reference. This is a larger insert and accounts for a significant portion of the insert page volume indicated.
Machine Inserting of Inserts into bill packages	\$0.0054 Per Piece	Same cost applies for inserting InfoSend-printed inserts and City- provided inserts.
Mail Delivery to USPS (63,000 per month)	\$0.00	No mail delivery fees
Postage (63,000 mailings per month)	Pass-Through	Lowest possible postage will be applied based on your billing file and CASS and pre-sort results. At the present time \$0.35 is the lowest possible rate – it is the First Class 5-Digit pre-sorted rate offered by the USPS. Higher postage rates apply for mail pieces that: weigh more than 2 oz, are addressed to a foreign address (you have the option of suppressing these), or contain an undeliverable address.
Materials Pricing		
Paper Stock for Bills and Notices (60,000 per month)	\$\$0.0138	Per page. Custom Form up to 3 color printing on 24# paper with a perforation. The bill stock uses normal paper, you can use recycled stock for an additional \$0.004 per sheet.
Paper Stock for Correspondence (3,000 per month)	\$0.0139	24# pound paper. The bill stock uses normal paper, you can use recycled stock for an additional \$0.004 per sheet.

Envelopes		Envelopes use sustainably logged paper, which is the equivalent or superior to recycled paper as there are no chemicals used in the recycling process. If you wish to use recycled content envelopes add \$0.004 to the price of each envelope.
Per RFP Spec Custom #10 Outgoing Envelope (60,000 per month)	Per Order	Cost to recreate the current outgoing envelope: Price is for 6-month orders at a time of custom single window envelope with 1 color ink being printed on the front, back and inside of the envelope. Price can go down or up as requirements change or order quantities change.
Per RFP Spec Custom #9 Return Envelope (60,000 per month)	\$0.0229	Cost to recreate the current return envelope: Price is for 12-month orders at a time of custom envelope with 1 color ink being printed on the front of the envelope. Price can go up or down as requirements change or order quantities change.
Alternative- Standard #10 Outgoing Envelope	\$0.0161	Per InfoSend standard double window outgoing envelope with security tint and plastic film protecting the windows (with this option the mailing address and return address are printed on the bill).
Alternative- Standard #9 Return Envelope	\$0.0142	Per InfoSend standard single window one color printing on the front, back and inside of the 22lb paper stock return envelope with security tint and plastic film protecting the windows, (with this option the mailing address is printed on the remittance stub). These envelopes use sustainably logged paper.
Other Services		
Help Desk Support (cost per month)	\$0.00	There are no help desk costs.
Professional Services (hourly rate)	\$155.91	A Statement of Work will be provided for every change request after Go Live.
Optional Services		
Electronic Address Updates – NCOALink or ACS	\$0.0032	Per mail piece cost to process mailing addresses using the National Change of Address (NCOA) database. Bills are mailed to the new address.
Document Imaging (63,000 per month)	\$0.0052	This is the cost to image the documents for online storage. Images are transferred to InfoSend's Print Image Archiving web application (storage costs on line below). They are also stored on up to 1 CD (FinalDoc CD product) per month and shipped to the City for long- term archiving (no extra cost for the CD). Additionally they can be transferred to the City's network at no additional cost (FinalDoc Transfer service).

Optional Duplex fee	\$0.0052	Upgrade to full color printed on both sides, base price of bill includes 4 colors front (full color) and 1 color back. This upgrade will make full color-duplex print.
Document Storage (63,000 per month)	\$0.0026	This is the cost to store the images online for 24 months from the mail date. Images can be stored online for 48 months for \$0.01 per image, and for 60 months for \$0.0125 per image.
Document Access (63,000 images per month)	\$0.00	No cost for document access
Mail Merge (price per piece)		Cost is a total of \$0.13 per piece to perform a mail merge and print and mail 1 page documents that are formatted to use InfoSend's standard double window outgoing envelope and standard single window return envelope. Price assumes mailing will have at least 20,000 addresses. No setup fee. Subtract \$0.013 from materials cost if no return envelope is required.
BangTail Envelopes	\$0.0800 per piece	Price for 1-month orders of BangTail envelopes. Price goes down if larger orders are placed.
"House Holding" - grouping multiple statements with the same mailing address together in the same outgoing envelope.	See Description	No cost to provide this service if the pages fit in the regular outgoing envelope. If there are too many pages grouped together to fit in the regular outgoing envelope then they are inserted by hand into a flat envelope and a \$0.25 labor surcharge applies and the cost of the flat envelope is \$0.16. Using house holding saves the City money because it reduces postage costs.

Postage Deposit

InfoSend purchases the postage needed to mail Client documents on the day of mailing. The postage charges are later invoiced to Client based on the Client's payment terms. InfoSend requires Client to submit a postage deposit prior to the first mailing to facilitate the payment terms. This amount will remain in deposit for the duration of the Agreement. Upon Agreement expiration or termination, Client must pay in full any outstanding invoices from InfoSend for payables created under this Agreement; the postage deposit will be refunded within fifteen (15) days of the date that the last open invoice is paid.

The postage deposit is subject to an annual review and may be adjusted to account for changes to Client average mailing volume or changes to the USPS postage rates. There will be no more than one adjustment requested per year, it at all.

The postage deposit amount is calculated by multiplying the estimated number mail pieces per month by the current 5-Digit presorted first class postage rate. The postage deposit amount due for your account is:

P.O. amount on account: \$22,680.00
Terms: Net 30

**AMENDMENT NO. 4
TO THE AGREEMENT FOR SERVICES
BETWEEN THE
CITY OF SANTA CLARA, CALIFORNIA,
AND
INFOSEND, INC.**

PREAMBLE

This amendment ("Amendment No. 4") is entered into between the City of Santa Clara, California, a chartered California municipal corporation (City) and InfoSend, Inc., a California corporation (Contractor). City and Contractor may be referred to individually as a "Party" or collectively as the "Parties."

RECITALS

- A. The Parties previously entered into an agreement entitled "Agreement for the Performance of Services by and between the City of Santa Clara, California and InfoSend, Inc.," dated June 7, 2017 (Agreement) for the purpose of having Contractor provide bill print and mail services;
- B. The Agreement was previously amended by (i) Amendment No. 1, dated June 3, 2020, (ii) Amendment No. 2, dated May 21, 2021, (iii) Amendment No. 3, dated November 19, 2021, and (iv) is again amended by this Amendment No. 4. The Agreement and all previous amendments are collectively referred to herein as the "Agreement as Amended"; and
- C. The Parties now wish to amend the Agreement as Amended to (i) extend the term of the agreement through December 31, 2024 and (ii) increase the maximum compensation by Two Hundred Eighty Thousand Dollars (\$280,000) for a revised not-to-exceed maximum compensation amount of Two Million Six Hundred Sixty Thousand Dollars (\$2,660,000).

NOW, THEREFORE, the Parties agree as follows:

AMENDMENT TERMS AND CONDITIONS

1. Section 5 of the Agreement as Amended, entitled "Term of Agreement," is hereby amended to read as follows:

"Unless otherwise set forth in this Agreement or unless this paragraph is subsequently modified by a written amendment to this Agreement, the term of this Agreement shall begin on the Effective Date of this Agreement and terminate on December 31, 2024."

2. Section 1 (Maximum Compensation) of the Third Revised Exhibit B is hereby amended in its entirety to read as follows:

“The maximum compensation City will pay the Contractor for services and materials under this Agreement shall not exceed Two Million Six Hundred Sixty Thousand Dollars (\$2,660,000) during the term of the Agreement, subject to annual budget appropriations. Any additional services or materials requested by the City that would exceed the preceding maximum amount will be addressed in an Amendment to the Agreement.”

3. The first sentence of Section 2 (Fees) of Third Revised Exhibit B is hereby amended in its entirety to read as follows:

“The pricing set forth in this Third Revised Exhibit B is effective from July 1, 2022 through December 31, 2024”.

4. As set forth herein, all other terms and conditions of the Agreement as Amended shall remain in full force and effect. In case of a conflict in the terms of the Agreement as Amended and this Amendment No. 4, the provisions of this Amendment No. 4 shall control.

SIGNATURES ON NEXT PAGE

The Parties acknowledge and accept the terms and conditions of this Amendment No. 4 as evidenced by the following signatures of their duly authorized representatives.

CITY OF SANTA CLARA, CALIFORNIA
a chartered California municipal corporation

Approved as to Form: _____

Dated: _____

GLEN R. GOOGINS
City Attorney

JÖVAN D. GROGAN
City Manager
City of Santa Clara
1500 Warburton Avenue
Santa Clara, CA 95050
Telephone: (408) 615-2210
Fax: (408) 241-6771

"CITY"

INFOSEND, INC.
a California corporation

Dated: 03/13/2024
By (Signature): 
Name: Russ Reza
Title: President
Principal Place of Business Address: 4240 East La Palma Ave.
Anaheim, CA 92807
Email Address: russ.r@infosend.com
Telephone: (800) 955-9330
Fax: (714) 993-1306
"CONTRACTOR"



Agenda Report

24-1597

Agenda Date: 4/23/2024

REPORT TO COUCIL

SUBJECT

Action on a Resolution of Intention for Parking Maintenance District No. 122 - Franklin Square

COUNCIL PILLAR

Deliver and Enhance High Quality Efficient Services and Infrastructure

BACKGROUND

Parking Maintenance District No. 122 (PMD 122) was formed in 1965 for the parking lots, arcades, fountains, sidewalks, landscaping, irrigation, lights, and utilities within Franklin Square, which is bounded by Benton Street, Homestead Road (formerly known as Liberty Street), Monroe Street, and Jackson Street. There have been several changes in how maintenance and operation costs have been collected over the years. In 2002, the City Council passed a motion at a public hearing in which the City assumed all future costs for operation and maintenance and in May 2003 adopted Resolution 7026. Under the collection method contained in Resolution 7026, the property owners contribute annually to pay for capital repairs of the parking lot and associated walkways. The fixed annual contribution from the property owners totals \$14,200, less the earned interest on the accumulating balance. The City, through the General Fund, is responsible for covering the costs for annual maintenance and operations of PMD 122 and that has continued to be the arrangement through the present day.

DISCUSSION

Adoption of the proposed resolution is the initial step necessary to set the annual budget for PMD 122. The approval process requires the preparation of a Director's Report (Attachment 1) explaining the preparation and basis of assessments; publication and posting of a Notice of Public Hearing (Attachment 2); and holding a public hearing on the annual assessments. Following approval of the subject Resolution of Intention (Attachment 3), each property owner will be sent a letter containing the proposed FY 2024/25 assessment and details on a June 4, 2024 public hearing to approve the assessments.

The proposed FY 2024/25 assessment to property owners totals \$11,670. Accrued interest earned in FY 2022/23 in the amount of \$2,530 will be used to reach the \$14,200 annual requirement. These funds are placed into an account that generates interest income and are used to pay for capital repair projects as needs arise. At the close of FY 2022/23, the interest-bearing account contained \$171,630.

The proposed FY 2024/25 expenditure budget for PMD 122 routine maintenance and operation is \$136,626, which is \$364 less than the FY 2023/24 expenditure budget. The operating budget includes funding for routine maintenance and operation performed by the Department of Public Works as well as contractors, which is all funded by the General Fund. This includes regular

maintenance for landscaping, trees, public litter cans, and parking lot/walkway sweeping. Routine maintenance and operation of PMD 122 is funded by the General Fund.

The proposed FY 2024/25 expenditure budget for exceptional maintenance and improvements is \$16,500. Staff has identified sections of concrete walkways that need to be replaced. These capital repairs will be funded by property owner contributions, which will be transferred from the interest-bearing account.

The total PMD 122 FY 2024/25 preliminary budget of \$153,126 includes both the routine maintenance, and exceptional maintenance and improvements costs. Pursuant to the 2002 City Council action, staff is recommending the adoption of the subject Resolution of Intention; setting a public hearing date of June 4, 2024 to approve the Director's Report for FY 2024/25; and the authorization of the publication and posting of the public hearing. The assessments to the property owners cannot be sent out until the Director's Report is approved at a public hearing.

A conference call with the property owners to discuss these requirements has been scheduled for May 13, 2024. Notices for the public hearing will be sent out following adoption of the subject Resolution of Intention.

Staff has previously provided responses to Council questions about the procedures for modifying and dissolving PMD 122 as well as paid parking. Those reports are included as Attachments 4 and 5.

ENVIRONMENTAL REVIEW

The action being considered does not constitute a "project" within the meaning of the California Environmental Quality Act ("CEQA") pursuant to CEQA Guidelines section 15378(b)(4) in that it is a fiscal activity that does not involve any commitment to any specific project which may result in a potential significant impact on the environment.

FISCAL IMPACT

Approval of the proposed assessment maintains the funding source for future capital repairs to parking lots and walkways located within Franklin Square. The City's General Fund remains as the funding source for routine maintenance and operating costs for the Downtown Parking Maintenance District. The total preliminary proposed FY 2024/25 expenditure budget for Parking Maintenance District No. 122 is \$153,126 subject to appropriation of funds. This includes \$136,626 for routine maintenance and operation and \$16,500 for exceptional maintenance and improvements budgeted in the Downtown Parking Maintenance District Fund.

COORDINATION

This report has been coordinated with the Finance Department and the City Attorney's Office.

PUBLIC CONTACT

Public contact was made by posting the Council agenda on the City's official-notice bulletin board outside City Hall Council Chambers. A complete agenda packet is available on the City's website and in the City Clerk's Office at least 72 hours prior to a Regular Meeting and 24 hours prior to a Special Meeting. A hard copy of any agenda report may be requested by contacting the City Clerk's Office at (408) 615-2220, email clerk@santaclaraca.gov <<mailto:clerk@santaclaraca.gov>> or at the public information desk at any City of Santa Clara public library.

RECOMMENDATION

1. Adopt a Resolution of Intention to order that the alternative method for the levy of benefit assessment be made applicable to the City of Santa Clara Parking Maintenance District No. 122;
2. Set a hearing date of June 4, 2024 to approve the Director's Report FY 2024/25; and
3. Authorize the publication, mailing, and posting of the Notice of Public Hearing as stated in the Resolution of Intention.

Reviewed by: Craig Mobeck, Director of Public Works

Approved by: Jovan Grogan, City Manager

ATTACHMENTS

1. Director's Report FY 2024/25
2. Notice of Public Hearing
3. Resolution of Intention
4. Agenda Report 22-1672 from January 25, 2022
5. Agenda Report 22-713 from June 21, 2022

DIRECTOR'S REPORT
CITY OF SANTA CLARA
PARKING MAINTENANCE DISTRICT NO. 122
FISCAL YEAR 2024/25

April 23, 2024

ASSESSMENT FORMULA

Fiscal Year 2024/25
City of Santa Clara, California

Parking Maintenance District No. 122

The formula upon which the annual assessment levy, for the payment of the costs and expenses of maintaining and operating the improvements, and providing funds for future parking lots and associated walkways, exceptional maintenance and improvements, within Parking Maintenance District No. 122, including the costs and expenses incidental thereto, will be apportioned according to benefits among the several lots or parcels of property within the Maintenance District for the Fiscal Year 2024/25 is as follows:

- Costs and expenses are to be shared between the City and property owners as below:

- a. City shall pay for the operation and maintenance cost on a 100% basis.
- b. Property owners shall pay \$14,200 annually, less interest from prior years' property owners operation and maintenance assessments as of June 30, 2002, to be kept in a fund to be used towards future exceptional maintenance and improvements of parking lots and associated walkways and appurtenances.

- Each assessment shall be determined on the basis of the gross floor area of the building located upon the lot or parcel of property assessed.

- For the purposes of the formula herein, gross floor area shall mean that area computed from the outside dimensions of the building and not excluding corridors and other design features and aggregated for each additional story or mezzanine floor and any basement area.

DIRECTOR'S REPORT

ASSESSMENT for Fiscal Year 2024/25 City of Santa Clara, California

Parking Maintenance District No. 122

I, Craig Mobeck, Director of Public Works for the City of Santa Clara, California, pursuant to the provisions of Section 16.10.490 of the Code of the City of Santa Clara, hereby make this report and following benefit assessment to cover the costs and expenses of maintaining and operating the improvement within Parking Maintenance District No. 122 of said City, including the costs and expenses incidental thereto, to be paid by said Maintenance District.

The amount to be paid therefor by said Maintenance District for the Fiscal Year 2024/25 is as follows:

<u>Expenditures</u>	<u>As Preliminarily Approved</u>	<u>As Finally Approved</u>
Routine Maintenance & Operation	\$136,626.00	\$
Exceptional Maintenance and Repairs	\$16,500.00	\$
TOTAL COST	\$153,126.00	\$

Funding for FY 2024/25 Expenditures

Exceptional Maintenance & Improvement From Fund Balance Reserve	\$16,500.00	\$
Contribution from City General Fund (001)	\$136,626.00	\$
TOTAL	\$153,126.00	\$

Property Owner Assessment

Owner's Annual Assessment	\$14,200.00	\$
Less Accrued Interest of Owner's Fund Balance	[\$2,530.00]	\$
TOTAL NET ASSESSMENT	\$11,670.00	\$

(Goes to Fund Balance Reserve)

And I do hereby assess and apportion the amount said costs and expenses, including the costs and expenses incidental thereto, upon the several lots or parcels of property liable therefor and benefited thereby, in proportion to the benefits to be received by such lots or parcels of property, from the maintenance and operation thereof and more particularly set forth in the list hereto attached and by reference made a part hereof.

Each lot or parcel of land is described in the assessment list by reference to its parcel number as shown on the assessor's maps of the County of Santa Clara for the Fiscal Year 2024/25 to the right of the parcel numbers and include all of such parcel.

Dated: _____

Craig Mobeck, Director of Public Works

BUDGET

Fiscal Year 2024/25
City of Santa Clara, California

Parking Maintenance District No. 122

<u>Expenditures</u>	<u>As Preliminarily Approved</u>	<u>As Finally Approved</u>	
Maintenance & Operation:	\$136,626.00	\$	Labor, materials, supplies, and equipment to maintain Parking Maintenance District No. 122 including, but not limited to water, sewer, and electrical costs, sweeping of parking lots and mall area, maintenance of pavement, striping, landscaping, mall fountains, City supervision (50% of labor and fringe benefits of Street Maintenance Worker III).
Exceptional Maintenance and Improvements of Parking Lots and Associated Walkways	\$16,500.00	\$	Repairs to concrete walkways at multiple locations throughout the property.
TOTAL COST	\$153,126.00	\$	

Funding for FY 2024/25 Expenditure

Owner's Reserve for Exceptional Maintenance & Improvement Fund Balance:	[\$16,500.00]	\$
Contribution from City General Fund (001):	<u>[\$136,626.00]</u>	\$
Owner's Annual Assessment	\$14,200.00	\$
Less Accrued Interest on Owners' Fund Balance:	<u>[\$2,530.00]</u>	<u>\$</u>
Total Net Assessment:	\$11,670.00	\$

ASSESSMENT

Fiscal Year 2024/25
City of Santa Clara, California

Parking Maintenance District No. 122

Name & Address of Owner	Assessor's Parcel Number	(2) As Finally Confirmed	(1) As Preliminarily Approved	Gross Floor Area (sq. ft.)	% of Total Floor Area
Green Valley Corporation 777 N. First Street, 5 th Floor San Jose, CA 95112	269-22-111	\$	\$2,439.84	13,305.22	20.907
Ramiro Hermosillo Trust 3121 Riddle Rd. San Jose, CA 95117	269-22-110	\$	\$1,289.89	7,034.13	11.053
John DeMartini Trustee & Et al. 477 9 th Avenue Ste 107 San Mateo, CA 94402	269-22-108	\$	\$1,561.21	8,513.76	13.378
David DeLozier Trustee 1162 Carmel Way Santa Clara, CA 95050	269-22-098	\$	\$1,365.39	7,445.88	11.700
T & I Real Estate Solutions 364 Appian Way Union City, CA 94587	269-22-103	\$	\$ 254.41	1,387.35	2.180
Alice May-Wan Chan 20015 Bella Vista Saratoga, CA 95070	269-22-102	\$	\$ 146.81	800.59	1.258
Ross L. Peterson Et al. 10 Enterprise Dr. Corte Madera, CA 94925	269-22-105	\$	\$ 367.49	2,004.02	3.149

ASSESSMENT

Fiscal Year 2024/25
City of Santa Clara, California

Parking Maintenance District No. 122

Name & Address of Owner	Assessor's Parcel Number	(2) As Finally Confirmed	(1) As Preliminarily Approved	Gross Floor Area (sq. ft.)	% of Total Floor Area
Robert Freitas Et al. 255 Washington Street Milpitas, CA 95035	269-22-104	\$	\$ 305.29	1,664.82	2.616
Gillmor Properties LLC 1201 Franklin Mall Santa Clara, CA 95050	269-22-113	\$	\$ 394.56	2,151.67	3.381
Thomas Mitchell Trustee & Et al. 1291 Franklin Mall Santa Clara, CA 95050	269-22-106	\$	\$1,462.60	7,976.00	12.533
Vitarelli Family LP 925 Circle Drive Santa Clara, CA 95050	269-22-101	\$	\$ 404.37	2,205.13	3.465
Vitarelli Family LP 925 Circle Drive Santa Clara, CA 95050	269-22-100	\$	\$ 226.16	1,233.34	1.938
Gillmor Properties LLC 1201 Franklin Mall Santa Clara, CA 95050	269-22-115	\$	\$1,105.03	6,026.07	9.469
Gillmor Properties LLC 1201 Franklin Mall Santa Clara, CA 95050	269-22-114	\$	\$ 346.95	1,892.02	2.973
TOTAL		\$	\$11,670.00	63,640.00	100%

I, the Assistant City Clerk of the City of Santa Clara, hereby certify that the foregoing assessment in the amounts set forth in Column (2) unless Column (2) is blank, in which event the amounts in Column (1) apply, was approved and confirmed by the City Council of said City on _____, 2024.

Nora Pimentel, MMC
Assistant City Clerk
City of Santa Clara

City of Santa Clara

Notice of Public Hearing Regarding the Levy of Benefit Assessment Applicable to the Santa Clara Parking Maintenance District No. 122, and Approval of Distribution of Director's Report Fiscal Year 2024/25

NOTICE IS HEREBY GIVEN that the Director of Public Works has requested a report, in writing, to be prepared and filed with the City Clerk, which provides the basis for the levy of benefit assessments for the costs of maintenance and operation on all lots or parcels of property within said maintenance district. Said report sets forth the amounts to be provided in the budget for maintenance and operation; a description of each lot or parcel of property in the maintenance district, by a legal description, assessor's parcel number or other description sufficient to identify the same; and the amount of assessment to be levied for the fiscal year 2024/25 against each lot or parcel of property. Said report is open to public inspection.

Said report will be heard by the City Council at its regularly scheduled meeting to be held on Tuesday, June 4, 2024, at 7:00 p.m., or as soon thereafter as the matter may be heard in chambers and virtually as the location, at which time said Council will examine said report and hear all persons interested therein. Any interested owner, objecting to the amount of the assessment on any lot or parcel of property owned by him, may file with the City Clerk at or before the hour fixed for hearing a protest, in writing, signed by him, describing the lot or parcel of property so that it may be identified, and stating the grounds of his/her protest, and may appear at said hearing and be heard in regard thereto.

The City of Santa Clara is conducting City Council meetings in a hybrid manner (in-person and continues to have methods for the public to participate remotely).

- Via Zoom:
 - o <https://santaclaraca.zoom.us/j/99706759306>

Meeting ID: 997-0675-9306

- o Phone 1(669) 900-6833

How to Submit Written Public Comment Before City Council Meeting:

1. Use the eComment tab located on the City Council Agenda page <https://santaclara.legistar.com/Calendar.aspx>). eComments are directly sent to the iLegislate application used by City Council and staff and become part of the public record. eComment closes 15 minutes before the start of a meeting.
2. By email to clerk@santaclaraca.gov by 12 p.m. the day of the meeting. Those emails will be forwarded to the Council and will be uploaded to the City Council Agenda as supplemental meeting material. Emails received after the 12 p.m. cutoff time up through the end of the meeting will form part of the meeting record. Please identify the Agenda Item Number in the subject line of your email. **NOTE:** Please note eComments and Emails received as public comment will not be read aloud during the meeting.

Americans with Disabilities Act (ADA): In accordance with the requirements of Title II of the Americans with Disabilities Act of 1990 ("ADA"), the City of Santa Clara will not discriminate against qualified individuals with disabilities on the basis of disability in its services, programs, or activities, and will ensure that all existing facilities will be made accessible to the maximum extent feasible. The City of Santa Clara will generally, upon request, provide appropriate aids and services leading to effective communication for qualified persons with disabilities including those with speech, hearing, or vision impairments so they can participate equally in the City's programs, services, and activities. The City of Santa Clara will make all reasonable modifications to policies and programs to ensure that people with disabilities have an equal opportunity to enjoy all of its programs, services, and activities.

Agendas and other written materials distributed during a public meeting that are public record will be made available by the City in an appropriate alternative format. Contact the City Clerk's Office at 1-408-615-2220 with your request for an alternative format copy of the agenda or other written materials.

Individuals who require an auxiliary aid or service for effective communication, or any other disability-related modification of policies or procedures, or other accommodation, in order to participate in a program, service, or activity of the City of Santa Clara, should contact the City's ADA Coordinator at 408-615-3000 as soon as possible but no later than 48 hours before the scheduled event.

Please see the above-mentioned options citizens may participate in the upcoming hearing. Submit written and/or oral comments directly to the City Clerk, 1500 Warburton Avenue, Santa Clara, California, 95050; telephone 408-615-2220.

Nora Pimentel, Assistant City Clerk

RESOLUTION NO. _____

A RESOLUTION OF THE CITY OF SANTA CLARA, CALIFORNIA, OF INTENTION TO ORDER THAT THE ALTERNATIVE METHOD FOR THE LEVY OF BENEFIT ASSESSMENT BE MADE APPLICABLE TO CITY OF SANTA CLARA PARKING MAINTENANCE DISTRICT NO. 122, PROVIDING FOR NOTICE OF HEARING THEREON, APPROVING THE DIRECTOR'S REPORT FOR DISTRIBUTION, AND PROVIDING FOR NOTICE OF HEARING ON DIRECTOR'S REPORT FOR FISCAL YEAR 2024/25

WHEREAS, pursuant to Sections 10107 and 10108 of Chapter 2, Division 12 of the Streets and Highways Code of the State of California, and Chapter 26 of Part 3 of Division 7 of said Code, all as provided in Chapter 16.10 of the Code of the City of Santa Clara, on the 30th day of March, 1965, this Council adopted its Resolution No. 1581, a Resolution creating "City of Santa Clara Parking Maintenance District No. 122" ("Parking Maintenance District") in the City for the purpose of paying the costs and expenses of acquiring, constructing, reconstructing, installing, extending, enlarging, repairing, improving, maintaining and operating public automobile parking places, covered pedestrian lanes and walkways, fountains, and landscaping therein then existing or thereafter to be constructed in and for the Parking Maintenance District, and of benefit to said maintenance district, but not of benefit to the City of Santa Clara as a whole, including the cost of necessary repairs, replacements, water, fuel, power, gas, electric current, care, supervision and any and all other items necessary for the proper maintenance and operation thereof, and all additions, improvements and enlargements thereto which may thereafter be made;

WHEREAS, said proceedings provided that this Council shall, in addition to all other taxes, annually fix and levy a special assessment tax upon the real property (land and improvements) within the Parking Maintenance District as therein provided, sufficient to raise a determined amount of money to pay all or part of said costs of maintenance and operation;

WHEREAS, the Council shall decide whether or not the costs of maintenance and operation of said public improvements shall be borne wholly or partially by the property owners within said

Parking Maintenance District;

WHEREAS, on the 8th day of April, 1980, this Council adopted its Ordinance No. 1401 providing for an alternative method for annually fixing and levying a special benefit assessment within maintenance districts within the City for said purpose;

WHEREAS, on the 16th day of January, 1996, this Council adopted its Resolution No. 6105 ordering that seventy-five (75%) percent of the costs and expenses of maintaining and operating said public improvements beginning with fiscal year 1996-97, within the Parking Maintenance District, including the cost of necessary repairs, replacements, water, fuel, power, gas, electric current, care, supervision and any and all other items necessary for the proper maintenance and operation thereof shall annually be assessed either partly or wholly upon the lots and parcels of property within the Parking Maintenance District benefited thereby in accordance with the formula set forth, and that the City shall be responsible for the balance of the costs and expenses;

WHEREAS, on June 26, 1996, sufficient Ballots were received to approve the continuation of the Parking Maintenance District;

WHEREAS, on the 9th day of July, 2002, this Council, after a public hearing on the determination of the allocation of maintenance and operation costs and annual assessments, passed a motion wherein, due to the benefit to the public and the City of the improvements, the City assumed all future costs for operation and maintenance of Parking Maintenance District No. 122 and the property owners would contribute \$14,200 annually, less earned interest on the accumulating balance, to pay for capital repairs of the parking lots and associated walkways;

WHEREAS, procedures of approval require the preparation of a Report on how the assessments were prepared and based, notice of hearing, and public hearing on the annual assessments;

WHEREAS, this Council intends to order an alternative method by which annual assessment levies for the payment of said costs and expenses will be apportioned according to special

benefits among the several lots or parcels of property within the Parking Maintenance District pursuant to Section 16.10.490 and 16.10.500 of the Code of the City of Santa Clara;

WHEREAS, the City's Director of Public Works has made and filed with the City Clerk a written report ("Report") setting forth the budget, the formula for the annual assessment levy, a description of each lot or parcel of property to be assessed and the amount of the assessment to be levied against each lot or parcel of property in accordance with said formula; and

WHEREAS, said Council has duly considered said report and each and every part thereof, and finds that each and every part of said report is sufficient, and that neither said report, nor any part thereof requires or should be modified in any respect.

NOW THEREFORE, BE IT RESOLVED BY THE CITY OF SANTA CLARA AS FOLLOWS:

1. That this Council hereby determines that the costs and expenses of the maintenance and operation of the public automobile parking places, covered pedestrian lanes and walkways, fountains and landscaping within the City of Santa Clara Parking Maintenance District No. 122 cannot be appropriately financed pursuant to Sections 10107 and 10108 of Chapter 2, Division 12 of said Streets and Highways Code, and Chapter 26 of Part 3 of Division 7 of said Code, all as provided in Section 16.05.050 of the Code of the City of Santa Clara. This Resolution is therefore adopted and proceedings are being taken pursuant to Section 16.10.490 and Section 16.10.500 of said Code of the City of Santa Clara to provide for an alternative method for the levy of benefit assessments for said purposes.
2. That it is the intent of this Council to order that an amount of \$14,200 less any earned interest on accumulated balance, is needed annually to be assessed towards the costs of capital repairs of the parking lots and associated walkways and thereof shall annually be assessed either partly or wholly upon the lots and parcels of property within said maintenance district benefited thereby in accordance with the formula set forth, and that the City shall be responsible for the costs and expenses of maintaining and operating said public improvements within the Parking Maintenance District, including the cost of necessary repairs, replacements, water, fuel,

power, gas, electric current, care, supervision and any and all other items necessary for the proper maintenance and operation.

3. That a statement of the formula upon and by which annual assessment levies for the payment of said costs and expenses will be apportioned according to benefits among the several lots or parcels of property within said maintenance district is as follows:

A. Each assessment shall be determined on the basis of the gross floor area of the building located upon the lot or parcel of property assessed.

B. For the purposes of the formula herein, gross floor area shall mean that area computed from the outside dimensions of the building and not excluding corridors and other design features and aggregated for each additional story or mezzanine floor and any basement area.

4. That the City's Director of Public Works has caused to be prepared and filed with the City Clerk a written report, which provides the basis for the levy of benefit assessments for said capital repairs of the parking lots and associated walkways, and the cost of maintenance and operation on all lots or parcels or property within the Parking Maintenance District. Said report sets forth the amounts to be provided in the budget for maintenance and operation, a description of each lot or parcel of property in the maintenance district, by a legal description, assessor's parcel number or other description sufficient to identify the same, and the amount of assessment to be levied for the fiscal year 2024/25 against each lot or parcel of property. The City Council directs the City Clerk to make the report open to public inspection.

5. NOTICE IS HEREBY GIVEN that Tuesday the 4th day of June, 2024 at the hour of 7:00 p.m. at the regular meeting place of the City Council in the Council Chambers at City Hall, 1500 Warburton Avenue, Santa Clara, California, be fixed as the time and place when and where this Council will hear any and all objections in relation to said alternative method for the levy of benefit assessments and said formula and when and where this Council will examine said report and hear all persons' interest therein. Any interested owner objecting to said alternative method

for the levy of benefit assessments or to said formula or to the amount of the assessment on any lot or parcel of property owned may file with the City Clerk at or before the hour fixed for hearing an objection, describing the lot or parcel of property owned so that it may be identified, and stating the grounds of objection, and may appear at said hearing and be heard with regard thereto.

6. NOTICE IS HEREBY GIVEN that Monday, the 13th day of May, 2024 at the hour of 4:00 p.m. through 4:30 p.m. a teleconference meeting will be hosted by Dave Staub, Department of Public Works Deputy Director to present and discuss the Director's Report.

7. No written ballots are required to be completed and returned.

8. The City Clerk is hereby authorized and directed to a) post a copy of notice of hearing on or near the Council Chamber door or any bulletin board in or adjacent to the City Hall, and b) publish once in a newspaper of general circulation, and c) mail notice to all property owners located within the District.

9. Effective date. This resolution shall become effective immediately.

I HEREBY CERTIFY THE FOREGOING TO BE A TRUE COPY OF A RESOLUTION PASSED AND ADOPTED BY THE CITY OF SANTA CLARA, CALIFORNIA, AT A REGULAR MEETING THEREOF HELD ON THE ___ DAY OF _____, 2024, BY THE FOLLOWING VOTE:

AYES: COUNCILORS:

NOES: COUNCILORS:

ABSENT: COUNCILORS:

ABSTAINED: COUNCILORS:

ATTEST: _____
NORA PIMENTEL, MMC
ASSISTANT CITY CLERK
CITY OF SANTA CLARA

Attachments incorporated by reference: None



Agenda Report

22-1672

Agenda Date: 1/25/2022

REPORT TO COUNCIL

SUBJECT

Update on Discussions with Parking Maintenance District No. 122 - Franklin Square (PMD 122) Property Owners Regarding Council's Request to Explore Increased Contributions for Operations and Maintenance Costs

COUNCIL PILLAR

Deliver and Enhance High Quality Efficient Services and Infrastructure

BACKGROUND

Parking Maintenance District No. 122 (PMD 122) was formed in 1965 for the parking lots, arcades, fountains, sidewalks, landscaping, irrigation, lights, and utilities within Franklin Square, which is bounded by Benton Street, Homestead Road (formerly known as Liberty Street), Monroe Street, and Jackson Street. There have been several changes in how maintenance and operations costs have been collected over the years and in 2002 the City Council passed a motion at a public hearing in which the City assumed all future costs for operation and maintenance and in May 2003 adopted Resolution 7026. Under the collection method contained in Resolution 7026, the property owners contribute annually to pay for capital repairs of the parking lot and associated walkways. The fixed annual contribution from the property owners totals \$14,200, less the earned interest on the accumulating balance. The accumulated balance in the account is \$144,887 as of October 2021.

The City, through the General Fund, is responsible for covering the costs for annual maintenance and operations of PMD 122 and that has continued to be the arrangement through the present day. In FY 2021/22, the City budgeted \$138,163 to cover the day-to-day maintenance of PMD 122.

On several occasions Council has discussed the allocation of PMD 122 costs because the City pays for all of the day-to-day maintenance and there was sentiment by some members of the Council that the property owners should pay some of these costs, similar to how PMD 122 was funded prior to 2003. On May 4, 2021, Council directed staff to engage PMD 122 property owners and discuss opportunities for reallocating operations and maintenance costs more equitably between the City and property owners since costs have increased since 2003. Later in this report, the State law process for administering PMD 122 is provided but, in short, any change requires a favorable voter outcome of those impacted by the assessment. It should be noted that regardless of changes to the funding allocations in the PMD, the City is responsible for the upkeep and maintenance of the City-owned improvements at Franklin Square. Absent changes to the funding allocations, only changes to the level of service of upkeep and maintenance could reduce the City's share of the annual maintenance cost.

DISCUSSION

Staff developed a plan to implement this request which included property owner coordination and

engagement, a survey, and follow up with Council.

Property Owner Engagement July 2021

All PMD 122 property owners were contacted and invited to a virtual meeting on July 12, 2021. At this meeting, staff summarized the background of the past and current PMD 122 cost sharing arrangements and the direction from the Council to engage property owners to see if they are amenable to paying a portion of the operations and maintenance costs which have risen over the last 19 years. The property owners conveyed some of their concerns about PMD 122 and were encouraged to propose funding alternatives for consideration and ask questions. A copy of the minutes from the July 12 meeting was distributed to all the property owners following the meeting and can be viewed in Attachment 1.

Survey

Following the meeting, staff developed a series of survey questions designed to gauge property owners' amenability to contributing to the annual maintenance. In general, the purpose of the survey was to gauge the property owners' willingness to shift a portion of the PMD 122 operations and maintenance costs to the property owners. A virtual meeting was scheduled for October 21, 2021 to review the draft survey questions with the property owners to ensure that everyone understood the questions and to receive suggestions prior to finalizing the survey and sending it out. Prior to the meeting, the City was contacted by David DeLozier who indicated that the property owners had been discussing this item and were not in support of changing the current cost allocations included in PMD 122. Mr. DeLozier indicated that the property owners would be submitting a petition that would also include the merchants.

Property Owner and Merchant Petition

The property owners and merchants circulated a petition for no changes to PMD 122, which was signed by all the property owners and most of the merchants. The signed petition (Attachment 2) was submitted to staff on October 19, 2021 which made it clear that a survey was not necessary to gauge PMD property owners' interest in financially contributing to operations and maintenance.

Property Owner Engagement October 2021

All PMD 122 property owners were contacted and invited to a virtual meeting on October 21, 2021. The initial purpose of the meeting was to review proposed survey questions developed by staff to ensure that the property owners understood the questions and to get their input to see if any of the language needed to be modified to make the questions more clear. At the end of the meeting it was determined that due to the petition from the property owners, there was no need to proceed with the survey. Staff discussed next steps with the property owners in attendance and indicated a report would be prepared for Council at a meeting to take place in early 2022. A copy of the minutes from the October 21 meeting can be viewed in Attachment 3.

During prior meetings, Council had raised questions about the procedures for modifying and dissolving PMD 122. Staff has included the information on both of those processes below.

Process for Modifications to PMD 122

Any decision by the Council to increase the assessment (e.g., to increase the property owners' share of operation, maintenance, and capital costs or to modify the formula used to calculate the amount of the assessment levied on any individual parcel) must follow the assessment balloting procedure required by Proposition 218. That procedure consists of three basic steps:

- (1) Notice to Property Owners - Mailed notice of the proposed modification to the 11 property owners within PMD 122. The notice must contain the following information: the total amount to be assessed across PMD 122; the amount chargeable to each parcel individually; the duration of the payments; the basis upon which the assessment was calculated; the date, time, and location of the public hearing on the proposed modification; and a ballot on which the owner can indicate support for or opposition to the proposed modification.
- (2) Public Hearing - At least 45 days after the date of the mailed notice, the Council must hold a public hearing to consider protests and tabulate the ballots on the proposed assessment.
- (3) Ballot Tabulation - Ballots are weighted according to the proportional financial obligation of the affected property. For PMD 122, the assessments are calculated based on the gross floor area of the building(s) on each parcel and therefore the ballots would be weighted accordingly. If the ballots submitted in opposition exceed the ballots submitted in support, then the City may not impose the modified assessment.

Process for Dissolving PMD 122

Proposition 218 does not govern the dissolution of PMD 122 because dissolution has the effect of eliminating, rather than increasing, the assessment. Therefore, only the City Code and Streets and Highways Code would apply. Under those laws, dissolution is not subject to the approval of property owners within the district. The Council can dissolve the maintenance district by: (1) adopting a resolution of intention to dissolve the district; (2) between 10 and 30 days later, conducting a public hearing on the dissolution; and, (3) adopting a resolution dissolving the district. A resolution dissolving the district would only need a simple Council majority to pass. If Council votes to dissolve PMD 122, extraordinary maintenance activities can continue to utilize PMD 122 assessment funds until the balance is exhausted. After the funds are exhausted the City would be required to fund the extraordinary maintenance in its entirety.

Staff notes that as a practical matter, dissolution would merely eliminate the property owners' assessments as a funding source for capital improvement costs. Dissolution would not relieve the City's responsibility for upkeep and maintenance of the City-owned improvements at the Franklin Square Mall. As such, the Council direction to determine how property owners pay more for services offered through PMD 122 would not be achieved.

ENVIRONMENTAL REVIEW

The action being considered does not constitute a "project" within the meaning of the California Environmental Quality Act ("CEQA") pursuant to CEQA Guidelines section 15378(a) as it has no potential for resulting in either a direct physical change in the environment, or a reasonably foreseeable indirect physical change in the environment.

FISCAL IMPACT

There is no fiscal impact associated with this report.

COORDINATION

This report has been coordinated with the City Attorney's Office.

PUBLIC CONTACT

Public contact was made by posting the Council agenda on the City's official-notice bulletin board outside City Hall Council Chambers. A complete agenda packet is available on the City's website

and in the City Clerk's Office at least 72 hours prior to a Regular Meeting and 24 hours prior to a Special Meeting. A hard copy of any agenda report may be requested by contacting the City Clerk's Office at (408) 615-2220, email clerk@santaclaraca.gov <<mailto:clerk@santaclaraca.gov>>.

RECOMMENDATION

Note and file this informational report.

Reviewed by: Craig Mobeck, Director of Public Works

Approved by: Deanna J. Santana, City Manager

ATTACHMENTS

1. July 12, 2021 minutes from meeting with PMD 122 property owners
2. Signed petition
3. October 21, 2021 minutes for meeting with PMD 122 property owners



Agenda Report

22-713

Agenda Date: 6/21/2022

REPORT TO COUNCIL

SUBJECT

Informational Report Regarding Council's Request to Explore Alternatives to Fund Operations and Maintenance Costs for Parking Maintenance District No. 122 - Franklin Square

COUNCIL PILLAR

Deliver and Enhance High Quality Efficient Services and Infrastructure

BACKGROUND

Parking Maintenance District No. 122 (PMD 122) was formed in 1965 for the parking lots, arcades, fountains, sidewalks, landscaping, irrigation, lights, and utilities within Franklin Square, which is bounded by Benton Street, Homestead Road (formerly known as Liberty Street), Monroe Street, and Jackson Street. There have been several changes in how maintenance and operations costs have been collected over the years and in 2002 the City Council passed a motion at a public hearing in which the City assumed all future costs for operation and maintenance and in May 2003 adopted Resolution 7026. Under the collection method contained in Resolution 7026, the property owners contribute annually to pay for capital repairs of the parking lot and associated walkways. The fixed annual contribution from the property owners totals \$14,200, less the earned interest on the accumulating balance. As of December 31, 2021, the interest-bearing account contained \$145,305.

The City, through the General Fund, is responsible for covering the costs for annual maintenance and operations of PMD 122 and that has continued to be the arrangement through the present day. In FY 2022/23, the City proposed a budget of \$137,521 to cover the day-to-day maintenance of PMD 122.

On several occasions Council has discussed the allocation of PMD 122 costs because the City pays for all of the day-to-day maintenance and there was sentiment by some members of the Council that the property owners should pay some of these costs, similar to how PMD 122 was funded prior to 2003. On May 4, 2021, Council directed staff to engage PMD 122 property owners and discuss opportunities for reallocating operations and maintenance costs more equitably between the City and property owners since costs have increased since 2003. Staff completed that request and on January 25, 2022, a summary report was provided to Council, (RTC 22-1672, Attachment 1), explaining that the property owners were not in favor of changing the cost allocations of PMD 122.

DISCUSSION

At the Council Meeting on April 19, 2022, there was additional discussion on the topic of increasing PMD 122 costs, so the property owners contribute towards the annual operation and maintenance costs of Franklin Square. Council requested that staff explore alternative funding mechanisms that may assist the City in recovering money for annual maintenance and operations and return to Council with that information. As discussed in the background section staff already spent time working with the property owners over the course of several months. There are no additional options

to increase contributions since the property owners already expressed to the City that they are not interested in an increase, and increases cannot be assessed unless the property owners agree by ballot. One other option that came up during the April 19, 2022 Council meeting involved the concept of implementing paid parking at Franklin Square.

Currently, the City of Santa Clara does not operate paid parking areas and any consideration of changing to paid parking at Franklin Square would require a study that includes items such as:

- Evaluating on street parking and parking lots that are part of Franklin Square
- Obtaining parking counts
- Conducting outreach events with business owners, tenants, adjacent neighborhoods and public
- Evaluating different paid parking strategies and cost ranges
- Analyzing options for designing, installing, and maintaining paid parking equipment
- Reviewing enforcement strategies and potential costs
- Preparing a financial analysis of improvement costs, maintenance costs, paid parking revenues and potential profits
- Assessing potential impacts to on street parking in adjacent neighborhoods

Staff estimates a study like the effort described above could cost up to \$150,000 and could take approximately 18 months to complete. The funding source for this effort would be the General Fund so if there is a Council desire to move forward with this type of study then it should be discussed and prioritized during the City's Priority Setting Session.

ENVIRONMENTAL REVIEW

The action being considered does not constitute a "project" within the meaning of the California Environmental Quality Act ("CEQA") pursuant to CEQA Guidelines section 15378(a) as it has no potential for resulting in either a direct physical change in the environment, or a reasonably foreseeable indirect physical change in the environment.

FISCAL IMPACT

There is no fiscal impact associated with this report.

COORDINATION

This report has been coordinated with the City Attorney's Office.

PUBLIC CONTACT

Public contact was made by posting the Council agenda on the City's official-notice bulletin board outside City Hall Council Chambers. A complete agenda packet is available on the City's website and in the City Clerk's Office at least 72 hours prior to a Regular Meeting and 24 hours prior to a Special Meeting. A hard copy of any agenda report may be requested by contacting the City Clerk's Office at (408) 615-2220, email clerk@santaclaraca.gov <<mailto:clerk@santaclaraca.gov>> or at the public information desk at any City of Santa Clara public library.

RECOMMENDATION

Note and file this informational report.

Reviewed by: Craig Mobeck, Director of Public Works
Approved by: Rajeev Batra, City Manager

ATTACHMENTS

1. Agenda Report 22-1672 from January 25, 2022



Agenda Report

24-286

Agenda Date: 4/23/2024

REPORT TO COUNCIL

SUBJECT

Action on Software Licenses and Subscription Renewal Order with Accela, Inc. for Citizen Request Management Software (MySantaClara)

COUNCIL PILLAR

Deliver and Enhance High Quality Efficient Services and Infrastructure

BACKGROUND

On December 12, 2014, the City entered into an agreement with PublicStuff, Inc. (PublicStuff) to provide Citizen Request Management Software (MySantaClara) for the public to report issues, create work requests, obtain updates on events and activities and stay connected with the City (Attachment 5). The MySantaClara application, launched in 2015, includes:

- PublicStuff Pro: MySantaClara mobile application and web portal
- Lucity Integration: Integration of citizen requests directly to the City's Asset and Work Order Management System
- Active Directory Integration: Single Sign On for staff/administrators

The agreement with PublicStuff resulted from a competitive Request for Proposals (RFP) process conducted in 2014. In September 2015, Accela, Inc. (Accela) acquired PublicStuff. Since then, software subscription and support services for MySantaClara have been provided by Accela following a Consent to Assignment Agreement (Attachment 4). On September 17, 2019, the City entered into a new Master Software as a Service (SaaS) Agreement with Accela to update and revise the terms for subscription and support services (Attachment 3).

The City has been paying for annual subscription and support services since 2014, with the most recent payment covering the period from November 10, 2022 to November 9, 2023. Services are renewed by executing a Renewal Order Form pursuant to the terms of the Master SaaS Agreement. The renewal order forms for the prior three years are included as Attachment 2. The purpose of this report is to request authorization to execute the Renewal Order Form for services from November 10, 2023 to November 9, 2024 (Attachment 1).

DISCUSSION

The MySantaClara application has streamlined communication between the public and the City. In 2023, 7,361 Service Requests were received. This represents a 28% growth over 2022. Staff is recommending authorization to renew services effective from November 10, 2023 to November 9, 2024, and annually thereafter. The City anticipates using the application as long as it continues to meet the requirements of the City.

The total contract expenditure since 2014 for services up to November 9, 2023 is \$218,713.53. The

agreement was not approved by the City Council previously as it was below the threshold for Council approval. However, the fees for services from November 10, 2023 to November 9, 2024 in the amount of \$35,696.57 are now due. With the current renewal, the total contract amount will exceed \$250,000, requiring approval by the City Council. According to Section 2.105.300(a) of the Santa Clara City Code, contracts with a value exceeding \$250,000 over a five-year period require approval by the City Council. The total fees are outlined in Table 1 below.

Table 1

Service Period	Total Fees
December 12, 2014 - November 9, 2023	\$218,713.53
November 9, 2023 - November 10, 2024	\$35,696.57
Total	\$254,410.10

In addition, staff is requesting authorization to execute future Renewal Order Forms for as long as the system is used by the City, subject to the appropriation of funds and the review and approval as to form by the City Attorney. The Master SaaS agreement allows an automatic annual increase by not more than seven percent (7%) of the prior year's subscription service fees.

ENVIRONMENTAL REVIEW

The action being considered does not constitute a "project" within the meaning of a California Environmental Quality Act ("CEQA") pursuant to the CEQA Guidelines section 15378(a) as it has no potential for resulting in either a direct physical change in the environment, or a reasonably foreseeable indirect physical change in the environment.

FISCAL IMPACT

The cost of the annual renewal of \$35,696.57 is budgeted in the Information Technology Department's FY 2023/24 operating budget. Future annual renewals will be considered as part of the budget development process and subject to the appropriation of funds.

COORDINATION

This report has been coordinated with the Finance Department and the City Attorney's Office.

PUBLIC CONTACT

Public contact was made by posting the Council agenda on the City's official-notice bulletin board outside City Hall Council Chambers. A complete agenda packet is available on the City's website and in the City Clerk's Office at least 72 hours prior to a Regular Meeting and 24 hours prior to a Special Meeting. A hard copy of any agenda report may be requested by contacting the City Clerk's Office at (408) 615-2220, email clerk@santaclaraca.gov <<mailto:clerk@santaclaraca.gov>> or at the public information desk at any City of Santa Clara public library.

RECOMMENDATION

1. Authorize the City Manager to execute the Renewal Order Form with Accela, Inc., pursuant to the terms of the Master SaaS Agreement, for subscription and support services, covering the period from November 9, 2023 to November 10, 2024, for the Citizen Request Management Software, with a not-to-exceed maximum amount of \$35,696.57, for a total cumulative amount of

\$254,410.10; and

2. Authorize the City Manager to negotiate and execute future Renewal Order Forms pursuant to the terms of the Master SaaS Agreement to continue receiving subscription and support services from Accela, Inc. for as long as the Citizen Request Management Software is used by the City, subject to the appropriation of funds and the review and approval as to form by the City Attorney.

Reviewed by: Gaurav Garg, Director/CIO, Information Technology Department

Approved by: Jovan Grogan, City Manager

ATTACHMENTS

1. Pending Renewal Order 11/9/23 - 11/9/24 with Accela
2. Executed Renewal Orders 2020 - 2023 with Accela
3. Master Service Agreement 2019 with Accela
4. Assignment Agreement with Accela
5. Executed Agreement with PublicStuff



Proposed by: Caitlin Carter
 Contact Phone: (925) 359 - 3411
 Contact Email: ccarter@accela.com
 Quote ID: Q-30787
 Valid Through: 7/26/2023
 Currency: USD

2633 Camino Ramon, Suite 500
 San Ramon, CA, 94583

Renewal Order Form

Address Information

Bill To:

City of Santa Clara Information Technology Department
 1405 Civic Center Drive
 Santa Clara, California 95050
 United States

Ship To:

City of Santa Clara Information Technology Department
 1405 Civic Center Drive
 Santa Clara, California 95050
 United States

Billing Name: Gillian Norris
 Billing Phone: (650) 580-6333
 Billing Email: gnorris@santaclara.gov

Services	Year	Start Date	End Date	Term (Months)	Price	Qty	Net Total
PublicStuff Pro	Year 1	11/10/2023	11/9/2024	12	\$26,566.96	1	\$26,566.96
Lucity Integration	Year 1	11/10/2023	11/9/2024	12	\$3,566.03	1	\$3,566.03
Active Directory Integration	Year 1	11/10/2023	11/9/2024	12	\$891.51	1	\$891.51
Accela CRM - Interface - ESRI/ GIS	Year 1	11/10/2023	11/9/2024	12	\$4,672.07	1	\$4,672.07
TOTAL:							\$35,696.57

Pricing Summary

Period	Net Total
Year 1	\$ 35,696.57
Total	\$ 35,696.57

Renewal Terms/Information:

General Information	
Governing Agreement(s)	This Order Form, including any OnPrem Licenses, Maintenance and Support, and Subscription Services will be governed by the applicable terms and conditions. If those terms and conditions are non-existent, have expired, do not apply or have otherwise been terminated, the following terms at https://www.accela.com/terms/ will govern as applicable, based on the Customer's purchase.

Order Terms	
Order Start Date	Unless otherwise specified in the Special Order Terms: <ul style="list-style-type: none"> • Software Licenses & Subscriptions start on the date of delivery by Accela; • Hosting and Support start on Accela's delivery of the software hosted and/or supported;
Order Duration	Unless otherwise specified in the Special Order Terms: <ul style="list-style-type: none"> • Subscriptions continue from the Order Start Date through the number of months listed in this Order Form (or if not listed, twelve (12) months). Thereafter Subscriptions automatically renew annually as calculated from Order Start Date of Customer's first Subscription purchase. • Any Software Licenses or Hardware are one-time, non-refundable purchases. • Hosting and Support continue from the Order Start Date through the number of months listed in this Order Form (or if not listed, twelve (12) months). • Professional Services continue for the duration as outlined in the applicable Statement of Work, Exhibit or the Governing Agreement, as applicable.
Special Order Terms	This Order Form replaces all previous order forms for the terms listed above and will govern the Software, Maintenance, and/or Services items listed on this Order Form. <ul style="list-style-type: none"> • In the event of an inconsistency between this Order Form, any governing agreement, purchase order, or invoice, the Order Form shall govern as it pertains to this transaction. • For Software Licenses, Accela may terminate this Order Form in the event the Software is phased out across Accela's customer base. In such event, Accela will provide Customer sufficient advance notice and the parties will mutually agree to a migration plan for converting Customer to another Accela generally-available offering with comparable functionality.

Payment Terms	
Currency	USD
Invoice Date	Unless otherwise stated in the Special Payment Terms, Invoice for the Grand Total above will be issued on the Order Start Date.
Payment Due Date	Unless otherwise stated in the Special Payment Terms or the Governing Agreement(s), all payments are due on the Invoice Date and payable net 30 days .
Service Charge	Pricing is based upon payment by ACH or check. Payment by credit card (including Purchase Cards) for product and services in this Order Form will be subject to a service charge of 3%. There is no service charge for ACH or check payment.

Special Payment Terms	None unless otherwise specified in this location.
Purchase Order	If Customer requires PO number on invoices, it must be provided below and Customer must provide a copy of the PO prior to invoice issuance. If no PO number provided prior to invoice issuance date, invoices issued on this Order Form will be valid without a PO reference.
	PO#

Signatures	
Accela, Inc.	Customer
Signature:	Signature:
Print Name:	Print Name:
Title:	Title:
Date:	Date:



2633 Camino Ramon, Suite 500
San Ramon, CA 94583

Proposed by: Caitlin Carter
Contact Phone:
Contact Email: ccarter@accela.com
Quote ID: Q-20130
Valid Through: 11/1/2020
Currency: USD

ORDER FORM

Address Information

Bill To:

City of Santa Clara
1500 Warburton Ave.
Santa Clara, California 95050
United States

Ship To:

City of Santa Clara
1500 Warburton Ave.
Santa Clara, California 95050
United States

Billing Contact: Gillian Norris
Billing Phone: 4086155536
Billing Email: gnorris@santaclaraca.gov

Services

Services	Start Date	End Date	Term (Mths)	Unit Price	Quantity	Total Price
PublicStuff Pro	11/10/2020	11/09/2021	12	\$20,898.02	1.00	\$20,898.02
Lucity Integration	11/10/2020	11/09/2021	12	\$2,805.10	1.00	\$2,805.10
Active Directory Integration	11/10/2020	11/09/2021	12	\$701.28	1.00	\$701.28
Accela CRM - Interface - ESRI/GIS	11/10/2020	11/09/2021	12	\$3,675.13	1.00	\$3,675.13
					Total	\$28,079.53

Renewal Terms / Information

General Information	
Governing Agreement(s)	This Order Form will be governed by the Accela Master Software As A Service (SaaS) Agreement entered into as of 9/23/2019.

Order Terms	
Order Start Date	Unless otherwise specified in the Special Order Terms: <ul style="list-style-type: none"> • Software Licenses & Subscriptions start on the date of delivery by Accela; • Hosting and Support start on Accela's delivery of the software hosted and/or supported;
Order Duration	Unless otherwise specified in the Special Order Terms: <ul style="list-style-type: none"> • Subscriptions continue from the Order Start Date through the number of months listed in this Order Form (or if not listed, twelve (12) months). Thereafter Subscriptions automatically renew annually as calculated from Order Start Date of Customer's first Subscription purchase. • Any Software Licenses or Hardware are one-time, non-refundable purchases. • Hosting and Support continue from the Order Start Date through the number of months listed in this Order Form (or if not listed, twelve (12) months). • Professional Services continue for the duration as outlined in the applicable Statement of Work, Exhibit or the Governing Agreement, as applicable.
Special Order Terms	This Order Form replaces all previous order forms for the terms listed above and will govern the Software, Maintenance, and/or Services Items listed on Page 2 of this Order Form. <ul style="list-style-type: none"> • In the event of an inconsistency between this Order Form, any governing agreement, purchase order, or invoice, the Order Form shall govern as it pertains to this transaction. • For Software Licenses, Accela may terminate this Order Form in the event the Software is phased out across Accela's customer base. In such event, Accela will provide Customer sufficient advance notice and the parties will mutually agree to a migration plan for converting Customer to another Accela generally-available offering with comparable functionality. • This Order includes Accela Integration with PublicStuff at no extra cost.

Payment Terms			
Currency	USD		
Invoice Date	Unless otherwise stated in the Special Payment Terms, Invoice for the Grand Total \$ above will be issued on the Order Start Date.		
Payment Due Date	Unless otherwise stated in the Special Payment Terms or the Governing Agreement(s), all payments are due on the Invoice Date and payable net 30 days .		
Special Payment Terms	None unless otherwise specified in this section.		
Purchase Order	If Customer requires PO number on invoices, it must be provided to the right and Customer must provide copy of the PO prior to invoice issuance. If no PO number provided prior to invoice issuance date, invoices issued on this Order Form will be valid without a PO reference. <table border="1" style="float: right; margin-left: 20px;"> <tr> <td>PO#</td> <td>25417</td> </tr> </table>	PO#	25417
PO#	25417		

Accela	Customer
By: <u>DocuSigned by: Mitch Knight E80D6BC95D52449...</u> (Signature)	By: <u>Vonna L. Gissler</u> (Signature)
<u>Mitch Knight</u> (Print Name)	<u>Vonna L. Gissler</u> (Print Name)
Its: <u>VP of Sales</u> (Title)	Its: <u>Mngt Analyst</u> (Title)
Dated: <u>11/16/2020</u> (Month, Day, Year)	Dated: <u>11/13/2020</u> (Month, Day, Year)



Proposed by: Caitlin Carter
 Contact Phone:
 Contact Email: ccarter@accela.com
 Quote ID: Q-23942
 Valid Through: 12/22/2021
 Currency: USD

2633 Camino Ramon, Suite 500
 San Ramon, CA, 94583

Renewal Order Form

Address Information

Bill To:

City of Santa Clara
 1500 Warburton Ave.
 Santa Clara, California 95050
 United States

Ship To:

City of Santa Clara
 1500 Warburton Ave.
 Santa Clara, California 95050
 United States

Billing Name: Gillian Norris
 Billing Phone: 4086155536
 Billing Email: gnorris@santaclaraca.gov

Services	Year	Start Date	End Date	Term (Months)	Price	Qty	Net Total
PublicStuff Pro	Year 1	11/10/2021	11/9/2022	12	\$22,360.88	1	\$22,360.88
Lucity Integration	Year 1	11/10/2021	11/9/2022	12	\$3,001.46	1	\$3,001.46
Active Directory Integration	Year 1	11/10/2021	11/9/2022	12	\$750.37	1	\$750.37
Accela CRM - Interface - ESRI/ GIS	Year 1	11/10/2021	11/9/2022	12	\$3,932.39	1	\$3,932.39
TOTAL:							\$30,045.10

Pricing Summary

Period	Net Total
Year 1	\$ 30,045.10
Total	\$ 30,045.10

Renewal Terms/Information:

General Information	
Governing Agreement(s)	This Order Form will be governed by the Accela Master Software as a Service Agreement fully executed on 9/23/2019. In the event of an inconsistency between this Order Form and the Terms and Conditions of the Governing Agreement, the Terms and Conditions of the Governing Agreement shall govern and control.

Order Terms	
Order Start Date	<ul style="list-style-type: none"> • Software Licenses & Subscriptions start on the date of delivery by Accela; • Hosting and Support start on Accela's delivery of the software hosted and/or supported;
Order Duration	<ul style="list-style-type: none"> • Subscriptions continue from the Order Start Date through the number of months listed in this Order Form (or if not listed, twelve (12) months). Thereafter Subscriptions automatically renew annually as calculated from Order Start Date of Customer's first Subscription purchase. • Any Software Licenses or Hardware are one-time, non-refundable purchases. • Hosting and Support continue from the Order Start Date through the number of months listed in this Order Form (or if not listed, twelve (12) months). • Professional Services continue for the duration as outlined in the applicable Statement of Work, Exhibit or the Governing Agreement, as applicable.
Special Order Terms	<p>This Order Form replaces all previous order forms for the terms listed above and will govern the Software, Maintenance, and/or Services items listed on this Order Form.</p> <ul style="list-style-type: none"> • For Software Licenses, Accela may terminate this Order Form in the event the Software is phased out across Accela's customer base. In such event, Accela will provide Customer sufficient advance notice and the parties will mutually agree to a migration plan for converting Customer to another Accela generally-available offering with comparable functionality.

Payment Terms	
Currency	USD
Invoice Date	Unless otherwise stated in the Special Payment Terms, Invoice for the Grand Total above will be issued on the Order Start Date.
Payment Due Date	Unless otherwise stated in the Special Payment Terms or the Governing Agreement(s), all payments are due on the Invoice Date and payable net 30 days .
Special Payment Terms	None unless otherwise specified in this location.
Purchase Order	If Customer requires PO number on invoices, it must be provided below and Customer must provide a copy of the PO prior to invoice issuance. If no PO number provided prior to invoice issuance date, invoices issued on this Order Form will be valid without a PO reference.
	PO#

Signatures**Accela, Inc.****Customer**

Signature:

Signature:



Print Name:

Print Name:

Gillian Norris

Title:

Title:

Sr IT Services Manager

Date:

Date:

12/15/21



2633 Camino Ramon, Suite 500
 San Ramon, CA, 94583

Proposed by: Caitlin Carter
 Contact Phone: (925) 359 - 3411
 Contact Email: ccarter@accela.com
 Quote ID: Q-27791
 Valid Through: 9/11/2022
 Currency: USD

Renewal Order Form

Address Information

Bill To:

City of Santa Clara
 1500 Warburton Ave.
 Santa Clara, California 95050
 United States

Ship To:

City of Santa Clara
 1500 Warburton Ave.
 Santa Clara, California 95050
 United States

Billing Name: Gillian Norris
 Billing Phone: 14086155536
 Billing Email: gnorris@santaclaraca.gov

Services	Year	Start Date	End Date	Term (Months)	Price	Qty	Net Total
PublicStuff Pro	Year 1	11/10/2022	11/9/2023	12	\$24,373.36	1	\$24,373.36
Lucy Integration	Year 1	11/10/2022	11/9/2023	12	\$3,271.59	1	\$3,271.59
Active Directory Integration	Year 1	11/10/2022	11/9/2023	12	\$817.90	1	\$817.90
Accela CRM - Interface - ESRI/ GIS	Year 1	11/10/2022	11/9/2023	12	\$4,286.31	1	\$4,286.31
TOTAL:							\$32,749.16

Pricing Summary

Period
 Year 1

Net Total
 \$ 32,749.16

Total

\$ 32,749.16

Renewal Terms/Information:

General Information	
Governing Agreement(s)	This Order Form will be governed by the Accela Master Software as a Service Agreement fully executed on 9/23/2019. In the event of any inconsistency between this Order Form and the Terms and Conditions of the Governing Agreement, the Terms and Conditions of the Governing Agreement shall govern and control.

Order Terms	
Order Start Date	<ul style="list-style-type: none"> • Software Licenses & Subscriptions start on the date of delivery by Accela; • Hosting and Support start on Accela's delivery of the software hosted and/or supported;
Order Duration	<ul style="list-style-type: none"> • Subscriptions continue from the Order Start Date through the number of months listed in this Order Form (or if not listed, twelve (12) months). Thereafter Subscriptions automatically renew annually as calculated from Order Start Date of Customer's first Subscription purchase. • Any Software Licenses or Hardware are one-time, non-refundable purchases. • Hosting and Support continue from the Order Start Date through the number of months listed in this Order Form (or if not listed, twelve (12) months). • Professional Services continue for the duration as outlined in the applicable Statement of Work, Exhibit or the Governing Agreement, as applicable.
Special Order Terms	<p>This Order Form replaces all previous order forms for the terms listed above and will govern the Software, Maintenance, and/or Services items listed on this Order Form.</p> <ul style="list-style-type: none"> • For Software Licenses, Accela may terminate this Order Form in the event the Software is phased out across Accela's customer base. In such event, Accela will provide Customer sufficient advance notice and the parties will mutually agree to a migration plan for converting Customer to another Accela generally-available offering with comparable functionality.

Payment Terms	
Currency	USD
Invoice Date	Unless otherwise stated in the Special Payment Terms, Invoice for the Grand Total above will be issued on the Order Start Date.
Payment Due Date	Unless otherwise stated in the Special Payment Terms or the Governing Agreement(s), all payments are due on the Invoice Date and payable net 30 days .
Special Payment Terms	None unless otherwise specified in this location.
Purchase Order	If Customer requires PO number on invoices, it must be provided below and Customer must provide a copy of the PO prior to invoice issuance. If no PO number provided prior to invoice issuance date, invoices issued on this Order Form will be valid without a PO reference.
	PO#

Signatures

Accela, Inc.

Customer

Signature:

Signature:

DocuSigned by:
Aaron Haggarty
AD4499D928344D8...
Print Name:

Cynthia Bojórquez
Print Name: *Cynthia Bojórquez*
ya Rajeev Batra

Aaron Haggarty

Title:

Title:

City Manager

Chief Legal Officer

Date:

Date:

12/1/2022

11/30/2022

**APPROVED AS TO FORM:
SANTA CLARA CITY ATTORNEY'S OFFICE**

[Signature]

ACCELA MASTER SOFTWARE AS A SERVICE (SaaS) AGREEMENT

This Accela Master Services Agreement (this "Agreement") is entered into as of the date of last signature (the "Effective Date") by and between Accela, Inc. and Customer identified on the Order ("Customer"), together referred to as the "Parties" and each individually as a "Party." Specific services terms, product details, and any applicable license and/or subscription terms will be set forth in applicable Order Form(s) and Statements of Works ("SOW"), which shall become binding on the Parties and subject to this Agreement.

Purchase or use of the Subscription Service (defined below) is subject to this Agreement. If Customer is entering into this Agreement on behalf of a company, organization or another legal entity (an "Entity"), Customer is agreeing to this Agreement for that Entity and representing to Accela that it has the authority to bind such Entity to this Agreement.

1. DEFINITIONS

1.1 "Account" means a unique account established by Customer to enable its Authorized Users to access and use the Subscription Services.

1.2 "Authorized User" means one individual natural person, authorized by Customer to use the Subscription Service and for whom Customer has purchased a subscription to the Subscription Service. Authorized Users may include but are not limited to Customer's employees, contractors and agents. Each Authorized User will be associated with a single, unique email address for purposes of accessing (and being identified within) the Subscription Service.

1.3 "Customer Data" means any and all content, eDocuments, materials, data and information that Customer, its Authorized Users, or other end users enter into the Subscription Services including but not limited to, personal information, information exchanged between Customer and Authorized User or Authorized User and a third party using the Subscription Services, information used to identify account names or numbers, routing information, usernames, passwords, access codes and prompts. Customer Data does not include any component of the Subscription Services or material provided by or on behalf of Accela.

1.4 "Customer" means the entity that purchases a subscription to the Subscription Service, directly from Accela or through an authorized reseller, distributor, or other channel partner of Accela.

1.5 "Intellectual Property Rights" means patent rights (including, without limitation, patent applications and disclosures), copyrights, trade secrets, know-how, and any other intellectual property rights recognized in any country or jurisdiction in the world.

1.6 "Optional Subscription Services" mean the optional add-ons to the Subscription Service that may be available for purchase either directly from Accela or through an authorized reseller or partner of Accela, as more particularly described or identified in the applicable Order Form.

1.7 "Order Form" means written orders provided by Accela that sets forth the pricing and options of the Subscription Services (or, where applicable, to purchase Optional Subscription Services).

1.8 "Subscription Service(s) or Service" means the cloud-based network security service(s) for which Customer has obtained a subscription either directly from Accela or through an authorized reseller or other partner of Accela, as more particularly described in the applicable agreement or order under which such subscription was obtained. Unless otherwise specified herein or other applicable contractual terms, all references to "Subscription Service(s)" will be deemed to include any and all Optional Subscription Services.

- 2.2.5. access or use the Subscription Services for the purpose of developing or operating products or services intended to be offered to third parties in competition with the Subscription Services or allow access by a direct competitor of Subscription Services;
- 2.2.6. obtain intellectual property rights to the use of any component of the Subscription Services (inclusive of APIs);
- 2.2.7. Create derivative works based on the Subscription Service;
- 2.2.8. reverse engineer, decompile, disassemble, copy, or otherwise attempt to derive source code or other trade secrets from or about any of the Subscription Services or technologies, other than copying or framing on Customer's own intranets or otherwise for Customer's internal business purposes in accordance with Accela's applicable documentation;
- 2.2.9. interfere with or disrupt the integrity, operation, or performance of the Subscription Services or interfere with the use or enjoyment of it by others by, among other things, using it to create, use, send, store, or run viruses or other harmful computer code, files, scripts, agents, or other programs or circumvent or disclose the user authentication or security of the Subscription Services or any host, network, or account related thereto or use any aspect of the Subscription Service components other than those specifically identified in an Order Form, even if technically possible. Accela assumes no responsibility for any fraudulent or unauthorized use of the Software or any portion of the Subscription Services.
- 2.2.10. Use or allow the use of, the Subscription Services by anyone located in, under the control of, or that is a national or resident of a U.S. embargoed country or territory or by a prohibited end user under Export Control Laws (as defined in Section 12.3)

2.3 Data Usage and Storage. The Subscription Service is provided with a limit of two point five tera bites (2.5TB) of data storage for all cloud environments. Additional storage can be purchased from Accela by Customer in blocks of five hundred gigabytes (500GB), with a price of one thousand dollars (\$1,000) per year. If the Subscription Service is nearing its expiration date or is otherwise terminated, Accela will initiate its data retention processes, including the deletion of Customer Data from systems directly controlled by Accela. Accela's Data Storage Policy can be accessed <https://accela.box.com/v/DataStoragePolicy> (which URL location and content may be updated from time to time by Accela).

2.4 Accela's Responsibilities. Accela will: (i) make the Subscription Services available to Customer pursuant to this Agreement and any applicable Order Forms; (ii) provide to Customer support related to the Subscription Service in accordance with the Accela Support Terms accessible at <https://accela.box.com/SaaSsupportPolicy> (which URL location and content may be updated from time to time by Accela); and (iii) provide the Subscription Service only in accordance with applicable laws and government regulations.

2.5 Customer's Responsibilities. Customer will (i) be responsible for meeting Accela's applicable minimum system requirements for use of the Subscription Service; (ii) be responsible for Authorized Users' compliance with this Agreement and for any other activity (whether or not authorized by Customer) occurring under Customer's account, (iii) be solely responsible for the accuracy, quality, integrity and legality of Customer Data, (iv) use commercially reasonable efforts to prevent unauthorized access to or use of the Subscription Service under its account, and notify Accela promptly of any such unauthorized access or use, and (v) use the Subscription Service only in accordance with the applicable documentation, laws and government regulations, and any written instructions provided by Accela to Customer.

3. PAYMENT TERMS.

3.1. Invoicing and Payment. Accela will invoice Customer in advance for the Subscription Service. Subscription Service fees are due upon invoice and payable within thirty (30) days of the invoice date. Subscription Service fees will be due no later than the first day of each Subscription Period to which the payment relates. If Customer orders additional Authorized User quantities part-way through an existing Subscription Period, and

obligation owed to the Disclosing Party, (iii) is received from a third party without breach of any obligation owed to the Disclosing Party, or (iv) was independently developed by the Receiving Party.

4.2. Protection. Except as otherwise permitted in writing by the Disclosing Party and subject to the other terms of this Agreement (including Accela's Privacy Policy, accessible at <https://accela.box.com/v/PrivacyPolicyv1>, which URL and its content may be updated from time to time by Accela), (i) the Receiving Party will use the same degree of care that it uses to protect the confidentiality of its own confidential information of like kind (but in no event less than reasonable care) not to disclose or use any Confidential Information of the Disclosing Party for any purpose outside the scope of this Agreement, and (ii) the Receiving Party will limit access to Confidential Information of the Disclosing Party to those of its employees, contractors and agents who need such access for purposes consistent with this Agreement and who are legally bound to protect such Confidential Information consistent with this Agreement.

4.3. Compelled Disclosure. The Receiving Party may disclose Confidential Information of the Disclosing Party if it is compelled by law to do so, provided the Receiving Party gives the Disclosing Party prior notice of such compelled disclosure (to the extent legally permitted) and reasonable assistance, at the Disclosing Party's cost, if the Disclosing Party wishes to contest, limit, or protect the disclosure.

5. OWNERSHIP

5.1. Subscription Services. Subject to the limited rights expressly granted hereunder, Accela reserves all rights, title and interest in and to the Subscription Service, derivative works thereof, and any associated Software and documentation, including all related Intellectual Property Rights.

5.2. Customer Data. Customer reserves all its rights, title and interest in and to the Customer Data. No rights are granted to Accela hereunder with respect to the Customer Data, except that Accela may (i) store, copy, process, and transmit such Customer Data for purposes of providing the Subscription Service to Customer and (ii) otherwise utilize Customer Data if and as permitted by the Accela Privacy Policy.

5.3. Feedback. Customer grants Accela a royalty-free, worldwide, transferable, sub-licensable, irrevocable, perpetual license to use or incorporate into the Subscription Service (or Accela's other software or services) any suggestions, enhancement requests, recommendations, or other feedback provided by Customer or Authorized Users relating to the operation or features of the Subscription Service.

6. WARRANTIES AND DISCLAIMERS

6.1. Specifications. Subject to the limitations set forth below, Accela warrants that, during the Subscription Period, the Subscription Service will operate in all material respects in accordance with the Specifications. As Customer's sole and exclusive remedy and Accela's entire liability for any breach of the foregoing warranty, Accela will use commercially reasonable efforts to modify the Subscription Service so that it conforms to foregoing warranty.

6.2. Subscription Service Level Commitment. During the Subscription Period, Accela further warrants that the Subscription Service will meet the performance level specified in Exhibit A below. The Subscription Service Level Commitment sets forth Customer's sole and exclusive remedy for Accela's failure to achieve the stated Subscription Service performance level.

6.3. Mutual Warranties. Each party represents and warrants that: (a) this Agreement has been duly executed and delivered and constitutes a valid and binding agreement enforceable against it in accordance with the

THE ENTIRE OBLIGATION OF ACCELA AND ITS LICENSORS WITH RESPECT TO ANY ALLEGED OR ACTUAL INFRINGEMENT OR MISAPPROPRIATION OF INTELLECTUAL PROPERTY RIGHTS BY THE SERVICE.

7.3. Indemnification Requirements. In connection with any claim for indemnification under this Section 8, the indemnified party must: (a) provide the indemnifying party prompt written notice of such claim; (b) reasonably cooperate with the indemnifying party, at indemnified party's expense, in defense and settlement of such claim; and (c) give sole authority to the indemnifying party to defend or settle such claim.

7.4. Mitigation Measures. In the event that (i) any claim or potential claim covered by Section 8.2 arises or (ii) Accela's right to provide the Subscription Service is enjoined or in Accela's reasonable opinion is likely to be enjoined, Accela may, in its discretion, seek to mitigate the impact of such claim or injunction by obtaining the right to continue providing the Subscription Service, by replacing or modifying the Subscription Service to make it non-infringing, and/or by suspending or terminating Customer's use of the Subscription Service with reasonable notice to Customer. In the case of a suspension or termination pursuant to this Section 8.4, Accela will refund to Customer a portion of fees prepaid by Customer for the then-current Subscription period, prorated to the portion of that Subscription period that is affected by the suspension or termination).

8. LIMITATIONS OF LIABILITY. EXCEPT FOR LIABILITY ARISING OUT OF (i) CUSTOMER'S BREACH OF SECTION 2.2 (RESTRICTIONS) OR (ii) EITHER PARTY'S BREACH OF ITS INDEMNIFICATION OBLIGATIONS UNDER SECTION 8, NEITHER PARTY'S AGGREGATE LIABILITY FOR DAMAGES ARISING OUT OF OR IN CONNECTION WITH THIS AGREEMENT OR FROM THE USE OF OR INABILITY TO USE THE SERVICE, WHETHER IN CONTRACT, TORT OR UNDER ANY OTHER THEORY OF LIABILITY, EXCEED THE TOTAL AMOUNT PAID BY CUSTOMER HEREUNDER IN THE TWELVE (12) MONTH PERIOD IMMEDIATELY PRECEDING THE INCIDENT.

Exclusion of Damages. EXCEPT FOR LIABILITY ARISING OUT OF (i) CUSTOMER'S BREACH OF SECTION 2.2 (RESTRICTIONS) OR (ii) EITHER PARTY'S BREACH OF ITS INDEMNIFICATION OBLIGATIONS UNDER SECTION 8, (CONFIDENTIALITY), IN NO EVENT SHALL EITHER PARTY OR ANY OTHER PERSON OR ENTITY INVOLVED IN CREATING, PRODUCING, OR DELIVERING THE SERVICE BE LIABLE FOR ANY INCIDENTAL, SPECIAL, EXEMPLARY OR CONSEQUENTIAL DAMAGES, INCLUDING LOST PROFITS, LOSS OF DATA OR LOSS OF GOODWILL, SERVICE INTERRUPTION, COMPUTER DAMAGE OR SYSTEM FAILURE OR THE COST OF SUBSTITUTE PRODUCTS OR SERVICES, ARISING OUT OF OR IN CONNECTION WITH THIS AGREEMENT OR FROM THE USE OF OR INABILITY TO USE THE SUBSCRIPTION SERVICE, WHETHER BASED ON WARRANTY, CONTRACT, TORT (INCLUDING NEGLIGENCE), PRODUCT LIABILITY OR ANY OTHER LEGAL THEORY. THE FOREGOING EXCLUSIONS APPLY WHETHER OR NOT A PARTY HAS BEEN INFORMED OF THE POSSIBILITY OF SUCH DAMAGE, AND EVEN IF A LIMITED REMEDY SET FORTH HEREIN IS FOUND TO HAVE FAILED OF ITS ESSENTIAL PURPOSE. NOTHING IN THIS AGREEMENT EXCLUDES OR RESTRICTS THE LIABILITY OF EITHER PARTY FOR DEATH OR PERSONAL INJURY RESULTING FROM ITS NEGLIGENCE.

8.1. Security and Other Risks. Customer acknowledges that, notwithstanding security features of the Subscription Service, no product, hardware, software or service can provide a completely secure mechanism of electronic transmission or communication and that there are persons and entities, including enterprises, governments and quasi-governmental actors, as well as technologies, that may attempt to breach any electronic security measure. Subject only to its limited warranty obligations set forth in Section 7, Accela will have no liability for any security breach caused by any such persons, entities, or technologies. Customer further acknowledges that the Subscription Service is not guaranteed to operate without interruptions, failures, or errors. If Customer or Authorized Users use the Subscription Service in any application or environment where failure could cause personal injury, loss of life, or other substantial harm, Customer assumes any associated risks and will indemnify Accela and hold it harmless against those risks.

subject to annual pricing increase as designated by Accela and notified to Customer. Pricing increases will be effective upon renewal of the Subscription Period and annually thereafter, unless otherwise agreed to by the parties. If either party provides notice of non-renewal as set forth above, Customer's right to use the Subscription Service will terminate at the end of the relevant Subscription Period.

11.2. Termination or Suspension for Cause. A party may terminate any Subscription Service for cause upon thirty (30) days' written notice to the other party of a material breach if such breach remains uncured at the expiration of such thirty (30) day period. In addition, Accela may, at its sole option, suspend or terminate Customer's or any Authorized User's access to the Subscription Service, or any portion thereof, immediately if Accela, in its sole discretion: (i) if suspects that any person other than Customer or an Authorized User is using or attempting to use Customer Data (ii) suspects that Customer or an Authorized User is using the Subscription Service in a way that violates this Agreement and could expose Accela or any other entity to harm or legal liability, or (iii) is or reasonably believes it is required to do so by law or court order.

11.3. Effect of Termination. If this Agreement expires or is terminated for any reason: (i) Within thirty (30) calendar days following the end of Customer's final Subscription Period, Customer may request in writing Accela to provide a copy of Customer's data and associated documents in a database dump file format. Accela will comply in a timely manner with such request; provided that, Customer (a) pays all costs of and associated with such copying, as calculated at Accela's then-current time-and-materials rates; (b) pays any and all unpaid amounts due to Accela; (ii) licenses and use rights granted to Customer with respect to Subscription Services and intellectual property will immediately terminate; and (iii) Accela's obligation to provide any further services to Customer under this Agreement will immediately terminate, except any such services that are expressly to be provided following the expiration or termination of this Agreement; and the sections set forth in Section 11.4 of this Agreement.

11.4. Survival. Sections 5 (Confidentiality), 6 (Ownership and Proprietary Rights), 7.4 (Disclaimer), 8 (Mutual Indemnification), 9 (Limitation of Liability), 11.3 (Effect of Termination), 11.4 (Surviving Provisions), and 12 (General Provisions) will survive any termination or expiration of this Agreement.

12. GENERAL

12.1. Notice. Except as otherwise specified in this Agreement, all notices, permissions and approvals hereunder will be in writing and will be deemed to have been given upon: (i) personal delivery, (ii) the second business day after mailing, or (iii) sending by confirmed email if sent during the recipient's normal business hours (or, if not, then on the next business day). Notices will be sent to the address specified by the recipient in writing when entering into this Agreement or establishing Customer's account for the Subscription Service (or such other address as the recipient may thereafter specify by notice given in accordance with this Section 12.1).

12.2. Governing Law and Jurisdiction. This Agreement and any action related thereto will be governed by the laws of the State of California without regard to its conflict of laws provisions. The exclusive jurisdiction and venue of any action related to the Subscription Service or this Agreement will be the state and federal courts located in the Northern District of California and each of the parties hereto waives any objection to jurisdiction and venue in such courts.

12.3. Compliance with Laws. Each party will comply with all applicable laws and regulations with respect to its activities under this Agreement including, but not limited to, export laws and regulations of the United States and other applicable jurisdictions. Without limiting the foregoing, Customer will not permit Authorized Users to access or use the Subscription Service in violation of any U.S. export embargo, prohibition or restriction. Further, in connections with the services performed under this Agreement and Customer's use of the

h. Customer's or any third party's use of the Subscription Services in an unauthorized or unlawful manner.

Remedies for Excessive Downtime:

In the event the Availability of the Subscription Services falls below the Availability SLA in a given calendar month, Accela will pay Customer a service credit ("Service Credit") equal to the percentage of the fees set forth in the table below corresponding to the actual Availability of the Subscription Services during the applicable calendar month. Such Service Credit will be issued as a credit against any fees owed by Customer for the next calendar month of the Subscription Period or, if Customer does not owe any additional fees, then Accela will pay Customer the amount of the applicable Service Credit within thirty (30) days after the end of the calendar month in which such credit accrued. Such Service Credit will be in addition to any other remedies available to Customer at law, in equity or under this Agreement.

System availability is measured by the following formula: $x = (n - y) * 100 / n$

Notes:

- (1) "x" is the uptime percentage; "n" is the total number of hours in the given calendar month minus scheduled downtime; and "y" is the total number of downtime hours in the given calendar month.
- (2) Specifically excluded from "n and "y" in this calculation are the exception times on scheduled upgrade and maintenance windows.

Service Availability	Percentage of Monthly Service Fees Credited
>99.5%	0%
95.0% -< 99.5%	5% (max of \$280)
90.0% -< 95.0%	10% (max of \$560)
80.0% -< 90.0%	20% (max \$840)
70.0% -< 80.0%	30% (max of \$1,120)
60.0% -< 70.0%	40% (max of \$1,400)
< 50%	50% (max of \$2,800)

Customer Account Login:

For Accela user interface access, Accela uses TLS 1.2 with AES 256 bit or similar encryption for protection of data in transit, which is supported by most modern browsers. Accela will also restrict applicable administrative user interface access to Customer corporate networks for additional security on written request by Customer.

Hosting:

Accela's SaaS platform (servers, infrastructure and storage) for the Subscription Services is and will remain hosted in one of the largest Tier III data centers in North America, specifically designed and constructed to deliver world-class physical security, power availability, infrastructure flexibility and growth capacity. Accela's data center provider is and will remain SSAE 16/ 18 SOC2 compliant, meaning it has been fully independently audited to verify the validity and functionality of its control activities and processes. Every Server for the Services is and will remain operated in a fully redundant fail-over pair to ensure high availability. Data is and will remain backed up nightly, stored redundantly and will be restored rapidly in case of failure. Accela also provides an off-site backup service, which is available at an additional cost. Security Patching and updates are actively evaluated by engineers and will be deployed based upon the security risks

EXHIBIT B
Order Form

Software and Services

Annual Subscriptions					
Product Code	Product Name	Description	Qty	Sales Price	Total Price
PLEASE COMPLETE	PLEASE COMPLETE	PLEASE COMPLETE	PLEASE COMPLETE	PLEASE COMPLETE	PLEASE COMPLETE

Grand Total:



2633 Camino Ramon, Suite 500
San Ramon, CA 94583

Proposed by: Becky O'Brien
Contact Phone: (925) 359-3334
Contact Email: robrien@accela.com
Quote ID: Q-14647
Valid Through: 09/19/2019
Currency: USD

RENEWAL ORDER FORM

Address Information

Bill To:

City of Santa Clara
1500 Warburton Ave.
Santa Clara, California, 95050
United States

Ship To:

City of Santa Clara
1500 Warburton Ave.
Santa Clara, California, 95050
United States

Billing Contact: Vonna Gissler
Billing Phone: (408) 615-5537
Billing Email Address: vgissler@santaclaraca.gov

Services


Services	Start Date	End Date	Term (Mths)	Unit Price	Quantity	Total Price
PublicStuff Pro	11/10/2019	11/09/2020	12	\$19,530.86	1.00	\$19,530.86
Lucity Integration	11/10/2019	11/09/2020	12	\$2,621.59	1.00	\$2,621.59
Active Directory Integration	11/10/2019	11/09/2020	12	\$655.40	1.00	\$655.40
Accela CRM - Interface - ESRI/GIS	11/10/2019	11/09/2020	12	\$3,434.70	1.00	\$3,434.70
					Total	\$26,242.55

Terms / Information

General Information	
Governing Agreement(s)	This Order Form is governed by the applicable terms found at: https://accela.box.com/v/AccelaTerms .

Order Terms	
Order Start Date	Unless otherwise specified in the Special Order Terms: <ul style="list-style-type: none"> • Software Licenses & Subscriptions start on the date of delivery by Accela; • Hosting and Support start on Accela's delivery of the software hosted and/or supported;
Order Duration	Unless otherwise specified in the Special Order Terms: <ul style="list-style-type: none"> • Subscriptions continue from the Order Start Date through the number of months listed in this Order Form (or if not listed, twelve (12) months). Thereafter Subscriptions automatically renew annually as calculated from Order Start Date of Customer's first Subscription purchase. • Any Software Licenses or Hardware are one-time, non-refundable purchases. • Hosting and Support continue from the Order Start Date through the number of months listed in this Order Form (or if not listed, twelve (12) months). • Professional Services continue for the duration as outlined in the applicable Statement of Work, Exhibit or the Governing Agreement, as applicable.
Special Order Terms	This Order Form replaces all previous order forms for the terms listed above and will govern the Software, Maintenance, and/or Services items listed on Page 2 of this Order Form. <ul style="list-style-type: none"> • In the event of an inconsistency between this Order Form, any governing agreement, purchase order, or invoice, the Order Form shall govern as it pertains to this transaction. • For Software Licenses, Accela may terminate this Order Form in the event the Software is phased out across Accela's customer base. In such event, Accela will provide Customer sufficient advance notice and the parties will mutually agree to a migration plan for converting Customer to another Accela generally-available offering with comparable functionality.

Payment Terms		
Currency	USD	
Invoice Date	Unless otherwise stated in the Special Payment Terms, Invoice for the Grand Total \$ above will be issued on the Order Start Date.	
Payment Due Date	Unless otherwise stated in the Special Payment Terms or the Governing Agreement(s), all payments are due on the Invoice Date and payable net 30 days.	
Special Payment Terms	None unless otherwise specified in this section.	
Purchase Order	If Customer requires PO number on invoices, it must be provided to the right and Customer must provide a copy of the PO prior to invoice issuance. If no PO number provided prior to invoice issuance date, invoices issued on this Order Form will be valid without a PO reference. <table border="1" style="float: right; margin-left: 20px;"> <tr> <td style="width: 50px; height: 20px;">PO#</td> </tr> </table>	PO#
PO#		

Accela	Customer
By: DocuSigned by: Mitch knight <small>E80D6BC95D52449...</small> (Signature)	By:  (Signature)
Mitch knight (Print Name)	Deanna J. Santana (Print Name)
Its: VP of Sales (Title)	Its: City Manager (Title) City of Santa Clara, CA
Dated: 9/23/2019 (Month, Day, Year)	Dated: 9-17-19 (Month, Day, Year)

**APPROVED AS TO FORM:
SANTA CLARA CITY ATTORNEY'S OFFICE**



**CONSENT TO ASSIGNMENT AGREEMENT
BY AND BETWEEN THE
CITY OF SANTA CLARA, CALIFORNIA,
AND
ACCELA, INC.
(Formerly known as PublicStuff, Inc.)**

PREAMBLE

This consent to assignment agreement (“Consent Agreement”) is by and between the City of Santa Clara, California, a chartered California municipal corporation, with its principal place of business located at 1500 Warburton Avenue, Santa Clara, California 95050 (“City”), Public Stuff, Inc., a Delaware Corporation, with its principal place of business located at 214 West 29th Street, Suite 205, New York, NY 10001 (“Public Stuff” or “Assignor”) and Accela, Inc., a California Corporation, with its principal place of business located at 2633 Camino Ramon, Suite 500, San Ramon, CA 94583 (“Accela” or “Assignee”), the intended successor in interest to Agreement for Professional Services By and Between the City of Santa Clara, California and PublicStuff, Inc. City, Public Stuff and Accela may be individually referred to in this Consent Agreement as a “Party” or collectively as the “Parties” or the “Parties to this Consent Agreement.”

RECITALS

- A. City and Public Stuff entered into an agreement entitled, “Agreement by and Between the City of Santa Clara, California and Public Stuff,” dated December 12, 2014 (the “Original Agreement”) in which Public Stuff agreed to the implementation and maintenance of a mobile application for citizen engagement to/with the City;
- B. Section 10.7 of the Original Agreement entitled Assignment provides as follows:
- “These Terms and Conditions and the rights and obligations hereunder may not be assigned, in whole or in part, by either party without the other party’s written consent, not to be unreasonably withheld, conditioned or delayed. However, without consent, either party may assign their rights and obligations hereunder to any successor to all or substantially all of its business (whether by sale of assets or equity, merger, consolidation or otherwise). These Terms and Conditions shall be binding upon, and inure to the benefit of, the successors, representatives and permitted assigns of the parties hereto.”
- C. The City has been informed that due to the acquisition of Public Stuff by Accela, that Accela is the surviving entity and as such will continue to provide the services to the City under the Original Agreement. Public Stuff desires to have the City consent to the assignment of all rights, obligations and interest in the Original Agreement from Public Stuff to Accela.
- D. Based on the final approval of the merger/acquisition, it is the desire of City to formally consent to the assignment by Public Stuff of all its rights, obligations and interest in the Original Agreement to Accela.

In consideration of the above referenced recitals and the following mutual covenants, commitments and obligations, the Parties agree, as follows:

CONSENT AGREEMENT PROVISIONS

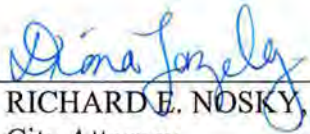
1. Based on a written request received by the City from Accela, (and contingent upon the finalization of the merger) City hereby consents to the assignment of the Original Agreement and all of the rights, duties, obligations and interest set forth therein from Public Stuff to Accela. This consent is based on representations made by Accela and Public Stuff and all the duties and obligations of Public Stuff to perform specified services included in the Original Agreements shall be performed by Accela after the merger is complete. This Consent is effective as of the completion of the merger. If, for any reason, the pending merger is not completed, this Consent Agreement shall be deemed void and Public Stuff shall continue to be bound to perform the obligations set forth in the Original Agreements.
2. City acknowledges and relies on this acceptance by Accela of all of the rights, obligations an interest in the Original Agreement and the relinquishment of all such the rights, obligations and interest in the Original Agreement by Public Stuff. Accela agrees to undertake any and all action(s) necessary to meet the terms and conditions of the Original Agreement referred to in this Consent Agreement.
3. Upon execution of this Consent Agreement (and the completion of the pending merger) any pending debts or obligations due to City and those which subsequently arise or accrue from the terms and conditions of the Original Agreement shall become payable by Accela to the City or its agents, or assigns.
4. This Consent Agreement embodies the entire agreement between City, Accela and Public Stuff and all of its terms and conditions. No verbal agreements or conversation with any officer, agent or employee of City prior to execution of this Consent Agreement shall affect or modify any of the terms or obligations contained in this Consent Agreement. Any such verbal agreement shall be considered as unofficial information and in no way binding upon City.
5. As a condition of the terms of this Consent Agreement, Accela shall provide the City with the following:
 - a. Revised Certificate of Insurance, as well as all policy endorsements to indicate that Accela has purchased, and is maintaining, all of the required insurance policies and has provided the required endorsements which were included in the terms and conditions of the Original Agreement.
 - b. Prior to the effectiveness of any assignment or transfer under this Consent Agreement, Accela shall execute and deliver a fully executed and notarized Affidavit of Compliance with Ethical Standards, attached here as Exhibit A and B.
6. This Agreement may be executed in counterparts, each of which shall be deemed to be an original, but both of which shall constitute one and the same instrument; and, the Parties agree that signatures on this Agreement, including those transmitted by facsimile, shall be sufficient to bind the Parties.


The Parties to this Consent Agreement hereby acknowledge and accept the terms and conditions stated herein by the following signatures of their duly authorized representatives. The signature of the duly authorized representative of Accela confirms its acceptance of the terms and conditions of the Original Agreement and the assignment of the Original Agreement from Public Stuff. The Effective Date is the date that the final signatory executes the Agreement. It is the intent of the Parties that this Agreement shall become operative on the Effective Date.


CITY OF SANTA CLARA, CALIFORNIA
a chartered California municipal corporation

APPROVED AS TO FORM:

Dated: 12-15-2015

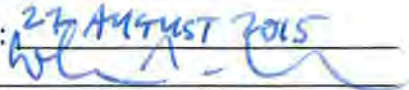
for 
RICHARD E. NOSKY, JR.
City Attorney


JULIO J. FUENTES
City Manager
1500 Warburton Avenue
Santa Clara, CA 95050
Telephone: (408) 615-2210
Fax: (408) 241-6771

ATTEST: 
ROD DIRIDON, JR.
City Clerk


“CITY”

Public Stuff, Inc.,
a Delaware Corporation

Dated: 27 AUGUST 2015
By: 
Title: Secretary
Address: 214 West 29th Street, Suite 205
New York, NY 10001
Telephone: 925-659-3200
Facsimile: 925-659-3201
Email Address: contractsadmin@accela.com

“Assignor”

Accela, Inc.
a California Corporation

By: 
Title: Assistant Corporate Secretary
Address: 2633 Camino Ramon, Suite 500
San Ramon, CA 94583
Telephone: 925-659-3200
Facsimile: 925-659-3201
Email Address: contractsadmin@accela.com

“Assignee”

**AGREEMENT FOR THE PERFORMANCE OF SERVICES
BY AND BETWEEN THE
CITY OF SANTA CLARA, CALIFORNIA
AND
ACCELA, INC.**

EXHIBIT A

**ETHICAL STANDARDS FOR CONTRACTORS SEEKING TO ENTER INTO
AN AGREEMENT WITH THE CITY OF SANTA CLARA, CALIFORNIA**

Termination of Agreement for Certain Acts.

- A. The City may, at its sole discretion, terminate this Agreement in the event any one or more of the following occurs:
1. If a Contractor¹ does any of the following:
 - a. Is convicted² of operating a business in violation of any Federal, State or local law or regulation;
 - b. Is convicted of a crime punishable as a felony involving dishonesty³;
 - c. Is convicted of an offense involving dishonesty or is convicted of fraud or a criminal offense in connection with: (1) obtaining; (2) attempting to obtain; or, (3) performing a public contract or subcontract;
 - d. Is convicted of any offense which indicates a lack of business integrity or business honesty which seriously and directly affects the present responsibility of a City contractor or subcontractor; and/or,
 - e. Made (or makes) any false statement(s) or representation(s) with respect to this Agreement.

¹ For purposes of this Agreement, the word "Consultant" (whether a person or a legal entity) also refers to "Contractor" and means any of the following: an owner or co-owner of a sole proprietorship; a person who controls or who has the power to control a business entity; a general partner of a partnership; a principal in a joint venture; or a primary corporate stockholder [i.e., a person who owns more than ten percent (10%) of the outstanding stock of a corporation] and who is active in the day to day operations of that corporation.

² For purposes of this Agreement, the words "convicted" or "conviction" mean a judgment or conviction of a criminal offense by any court of competent jurisdiction, whether entered upon a verdict or a plea, and includes a conviction entered upon a plea of nolo contendere within the past five (5) years.

³ As used herein, "dishonesty" includes, but is not limited to, embezzlement, theft, forgery, bribery, falsification or destruction of records, making false statements, failure to pay tax obligations, receiving stolen property, collusion or conspiracy.

2. If fraudulent, criminal or other seriously improper conduct of any officer, director, shareholder, partner, employee or other individual associated with the Contractor can be imputed to the Contractor when the conduct occurred in connection with the individual's performance of duties for or on behalf of the Contractor, with the Contractor's knowledge, approval or acquiescence, the Contractor's acceptance of the benefits derived from the conduct shall be evidence of such knowledge, approval or acquiescence.
- B. The City may also terminate this Agreement in the event any one or more of the following occurs:
1. The City determines that Contractor no longer has the financial capability⁴ or business experience⁵ to perform the terms of, or operate under, this Agreement; or,
 2. If City determines that the Contractor fails to submit information, or submits false information, which is required to perform or be awarded a contract with City, including, but not limited to, Contractor's failure to maintain a required State issued license, failure to obtain a City business license (if applicable) or failure to provide and maintain bonds and/or insurance policies required under this Agreement.
- C. In the event a prospective Contractor (or bidder) is ruled ineligible (debarred) to participate in a contract award process or a contract is terminated pursuant to these provisions, Contractor may appeal the City's action to the City Council by filing a written request with the City Clerk within ten (10) days of the notice given by City to have the matter heard. The matter will be heard within thirty (30) days of the filing of the appeal request with the City Clerk. The Contractor will have the burden of proof on the appeal. The Contractor shall have the opportunity to present evidence, both oral and documentary, and argument.

⁴ Contractor becomes insolvent, transfers assets in fraud of creditors, makes an assignment for the benefit of creditors, files a petition under any section or chapter of the federal Bankruptcy Code (11 U.S.C.), as amended, or under any similar law or statute of the United States or any state thereof, is adjudged bankrupt or insolvent in proceedings under such laws, or a receiver or trustee is appointed for all or substantially all of the assets of Contractor.

⁵ Loss of personnel deemed essential by the City for the successful performance of the obligations of the Contractor to the City.

**AGREEMENT FOR THE PERFORMANCE OF SERVICES
BY AND BETWEEN THE
CITY OF SANTA CLARA, CALIFORNIA
AND
ACCELA, INC.**

EXHIBIT B

AFFIDAVIT OF COMPLIANCE WITH ETHICAL STANDARDS

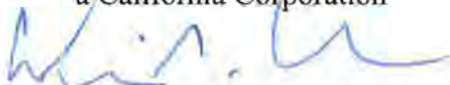
I hereby state that I have read and understand the language, entitled "Ethical Standards" set forth in Exhibit D. I have the authority to make these representations on my own behalf or on behalf of the legal entity identified herein. I have examined appropriate business records, and I have made appropriate inquiry of those individuals potentially included within the definition of "Contractor" contained in Ethical Standards at footnote 1.

Based on my review of the appropriate documents and my good-faith review of the necessary inquiry responses, I hereby state that neither the business entity nor any individual(s) belonging to said "Contractor" category [i.e., owner or co-owner of a sole proprietorship, general partner, person who controls or has power to control a business entity, etc.] has been convicted of any one or more of the crimes identified in the Ethical Standards within the past five (5) years.

The above assertions are true and correct and are made under penalty of perjury under the laws of the State of California.



ACCELA, INC.
a California Corporation

By: 
Signature of Authorized Person or Representative

Name: Colin Samuels

Title: Assistant Corporate Secretary

NOTARY'S ACKNOWLEDGMENT TO BE ATTACHED

Please execute the affidavit and attach a notary public's acknowledgment of execution of the affidavit by the signatory. If the affidavit is on behalf of a corporation, partnership, or other legal entity, the entity's complete legal name and the title of the person signing on behalf of the legal entity shall appear above. Written evidence of the authority of the person executing this affidavit on behalf of a corporation, partnership, joint venture, or any other legal entity, other than a sole proprietorship, shall be attached.

CALIFORNIA ALL-PURPOSE ACKNOWLEDGMENT

CIVIL CODE § 1189

A notary public or other officer completing this certificate verifies only the identity of the individual who signed the document to which this certificate is attached, and not the truthfulness, accuracy, or validity of that document.

State of California)
County of Contra Costa)
On 27 August 2015 before me, Caleb Pearson
Date Here Insert Name and Title of the Officer
personally appeared Colin Samuels
Name(s) of Signer(s)

who proved to me on the basis of satisfactory evidence to be the person(s) whose name(s) is/are subscribed to the within instrument and acknowledged to me that he/she/they executed the same in his/her/their authorized capacity(ies), and that by his/her/their signature(s) on the instrument the person(s), or the entity upon behalf of which the person(s) acted, executed the instrument.

I certify under PENALTY OF PERJURY under the laws of the State of California that the foregoing paragraph is true and correct.

WITNESS my hand and official seal.



Signature [Signature]
Signature of Notary Public

Place Notary Seal Above

OPTIONAL

Though this section is optional, completing this information can deter alteration of the document or fraudulent reattachment of this form to an unintended document.

Description of Attached Document

Title or Type of Document: Consent to Assignment... ^{Equity} ^{Students} Document Date: 27 August 2015
Number of Pages: _____ Signer(s) Other Than Named Above: _____

Capacity(ies) Claimed by Signer(s)

Signer's Name: Colin Samuels
 Corporate Officer — Title(s): _____
 Partner — Limited General
 Individual Attorney in Fact
 Trustee Guardian or Conservator
 Other: _____
Signer Is Representing: Acad, Inc.

Signer's Name: _____
 Corporate Officer — Title(s): _____
 Partner — Limited General
 Individual Attorney in Fact
 Trustee Guardian or Conservator
 Other: _____
Signer Is Representing: _____

**AGREEMENT FOR PROFESSIONAL SERVICES
BY AND BETWEEN THE
CITY OF SANTA CLARA, CALIFORNIA
AND
PUBLICSTUFF, INC**

This agreement for the performance of services ("Agreement") is made and entered into on this 12th day of December, 2014, ("Effective Date") by and between PublicStuff, Inc., a Delaware corporation, with its principal place of business located at 214 West 29th Street, Suite 205, New York, NY 10001 ("Contractor"), and the City of Santa Clara, California, a chartered California municipal corporation with its primary business address at 1500 Warburton Avenue, Santa Clara, California 95050 ("City"). City and Contractor may be referred to individually as a "Party" or collectively as the "Parties" or the "Parties to this Agreement."

Terms and Conditions for Contractor Services

These terms and conditions for services ("Agreement") and one or more written orders ("Order Schedules") govern use of our services.

Contractor provides a tool that City can use to understand issues surfaced by users of the Contractor applications in respect of City. By subscribing to the Contractor Services, Contractor allows City to interact directly with individuals in City location by providing such individuals with tools and applications to report issues, concerns or problems to City for efficient resolution. The Contractor Services are made available to City through a password-protected hosted interface and dashboard provided by Contractor.

This Agreement was last updated on February 27, 2013.

This Agreement and the applicable Order Schedules (incorporated herein by reference) are effective between City and Contractor as of the date that City accept these Terms and Conditions.

1. DEFINITIONS

"Implementation Services" means services provided to City to integrate and implement the Contractor Services, as may be mutually agreed upon by the parties.

"Platform" means all ideas, concepts, inventions, systems, platforms, software, dashboards, interfaces, tools, utilities, templates, forms, techniques, methods, processes, algorithms, know-how, trade secrets and other technologies, implementations and information that are used by Contractor in providing the Contractor Services.

"Contractor Data" means all data and information created, received, processed or provided by Contractor in performing the Contractor Services, or that result from performance of the Contractor Services.

“Contractor Services” means, collectively, the interface and dashboard hosted by Contractor and provided to City from time to time, the Contractor Data, the Platform, the Implementation Services and the documentation. The Contractor Services include any change, improvement, extension or other new version thereof that is developed or otherwise made available to City.

“Third-Party Applications” means online, Web-based applications and offline software products that are provided by third parties, interoperate with the Contractor Services, and are identified as third-party applications.

"User Guide" means the online user guide for the Services, accessible via login at accounts.publicstuff.com as updated from time to time.

"Users" means individuals who are authorized by City to use the Contractor Services and who have been supplied user identifications and passwords by City (or by Contractor at City request). Users may include but are not limited to City employees, consultants, contractors and agents.

"City" means the Municipality or other legal or governmental entity accepting this Agreement.

"City Data" means all electronic data or information submitted by City to the Contractor Services.

2. CONTRACTOR SERVICES

2.1 Order Schedules. These Terms and Conditions will be implemented through one or more written orders that reference this Agreement and contain such other information as City contact information, the Contractor Services to be accessed, any third-party applications to be accessed, subscription fees, implementation services, the term and agreed-upon termination provisions. Any change to the terms of this Agreement within an Order Schedule will apply only to the Contractor Service described therein. Contractor may provide the Contractor Services directly, or indirectly using contractors or other third party vendors or service providers. Contractor agrees that it shall be fully responsible for performance of Contractor Services for City by any such third party contractors, vendors or service providers.

2.2 Contractor Services. Subject to these terms and conditions and the Order Schedules, Contractor will use commercially reasonable efforts to operate and host the Platform in connection with making the Contractor Services available to Customer in accordance with the service levels which can be accessed on our website at <http://www.publicstuff.com/terms> as amended, from time to time. Contractor reserves the right to modify the Contractor Services (in whole or in part) at any time, provided that Contractor will not materially reduce the functionality of the Contractor Services.

2.3 Analytics. Contractor hereby grants City all necessary rights to access and analyze Contractor Data, solely via the Contractor Services during the term defined in the applicable Order Schedule.

2.4 Third-Party Products and Services. Contractor may offer Third-Party Applications for sale under Order Schedules. Any other acquisition by City of Third-Party Applications, and any

exchange of data between City and any third-party provider, is solely between City and the applicable third-party provider. Contractor does not warrant or support third-party products or services, except as specified in an Order Schedule. No purchase of third-party products or services is required to use the Contractor Services.

2.5. **Third-Party Applications and Customer Content.** If City installs or enable Third-Party Applications for use with the Contractor Services, City acknowledges that Contractor may allow providers of those Third-Party Applications to access City content as required for the interoperation of such Third-Party Applications with the Contractor Services. Contractor shall not be responsible for any disclosure, modification or deletion of City content resulting from any such access by Third-Party Application providers.

2.6 **Availability of Third Party Applications.** Contractor Service features that interoperate with Third Party Applications depend on the continuing availability of such Third Party Applications. If such Third Party Applications cease to be available on reasonable terms for inclusion in the Contractor Services, Contractor may cease providing such Third Party Applications without entitling City to any refund, credit, or other compensation.

2.7 **Support.** Contractor will use commercially reasonable efforts to provide City with the necessary technical support and updates for the Contractor Services.

2.8 **Limitations.** Contractor will not be responsible or liable for any failure in the Contractor Services resulting from or attributable to (a) usage in excess of the usage for which City have ordered pursuant to an applicable Order Schedule, (b) failures in any telecommunications, network or other service or equipment that are not within Contractor's reasonable control, (c) City negligence, acts or omissions, (d) any force majeure or other cause beyond Contractor's reasonable control, or (e) unauthorized access, breach of firewalls or other hacking by third parties, except to the extent such access, breach or hacking is caused by Contractor's negligence or willful misconduct.

2.9 **Privacy.** Contractor shall collect, process and store personally identifiable information in accordance with Contractor's privacy policy located at <http://www.publicstuff.com/privacy>.

2.10 **User Subscriptions.** Unless otherwise specified in the applicable Order Confirmation, (i) Services are purchased as User subscriptions and may be accessed by no more than the specified number of Users, (ii) additional User subscriptions may be added during the applicable subscription term at the same pricing as that for the pre-existing subscriptions thereunder, prorated for the remainder of the subscription term in effect at the time the additional User subscriptions are added, and (iii) the added User subscriptions shall terminate on the same date as the pre-existing subscriptions. User subscriptions are for designated Users only and cannot be shared or used by more than one User but may be reassigned to new Users replacing former Users.

3. FEES AND PAYMENTS

3.1 Fees. City agree to pay Contractor all fees and expenses in the amounts and at the times specified in the applicable Order Schedule.

3.2 Payment Terms. Unless specified otherwise or subject to a good faith dispute, all amounts due hereunder shall be paid in full (without deduction, set-off or counterclaim) within 45 days after City receipt of invoice in US dollars at Contractor's address or to an account specified by Contractor.

3.3 Overdue Charges. If any charges are not received from City by the due date, then at Our discretion, (a) such charges may accrue late interest at the rate of 1.5% of the outstanding balance per month, or the maximum rate permitted by law, whichever is lower, from the date such payment was due until the date paid, and/or (b) We may condition future subscription renewals and Order Confirmations on payment terms shorter than those specified above.

3.4 Suspension of Service and Acceleration. If any amount owing by City under this or any other agreement for Our services is 30 or more days overdue, We may, without limiting Our other rights and remedies, accelerate City unpaid fee obligations under such agreements so that all such obligations become immediately due and payable, and suspend Our services to City until such amounts are paid in full.

4. PROPRIETARY RIGHTS

3.1 Contractor Services. Except for the limited rights and licenses expressly granted to City hereunder, no other license is granted, no other use is permitted and Contractor (and its licensors) shall retain all rights, title and interests (including all intellectual property and proprietary rights) in and to the Contractor Services.

3.2 Customer Content. City shall own all rights in all content and data created or provided by City, subject to the rights and licenses granted herein. During the term of this Agreement, City hereby grant Contractor and its successors a worldwide royalty free, nonexclusive, sublicensable right and license to exploit and use City content in connection with the provision or exploitation of the Contractor Services.

3.3 Restrictions. Except as expressly permitted in this Agreement, City shall not directly or indirectly (a) use any of Contractor's Confidential Information (as defined herein) to create any service, software, documentation or data that is similar to any aspect of the Contractor Services, provided that the foregoing does not prohibit independent development of similar functionality by City or third parties, (b) disassemble, decompile, reverse engineer or use any other means to attempt to discover any source code of the Platform, or the underlying ideas, algorithms or trade secrets therein, (c) encumber, sublicense, transfer, rent, lease, time-share or use the Contractor Services in any service bureau arrangement or otherwise for the benefit of any third party, (d) copy, distribute, manufacture, adapt, create derivative works of, translate, localize, port or otherwise modify any aspect of the Contractor Services, (e) use or allow the transmission, transfer, export, re-export or other transfer of any product, technology or information it obtains or learns pursuant to this Agreement (or any direct product thereof) in violation of any export

control or other laws and regulations of the United States or any other relevant jurisdiction or (f) permit any third party to engage in any of the foregoing proscribed acts.

5. CONFIDENTIALITY

Each party agrees that the business, technical and financial information, that is designated in writing as confidential, or is disclosed in a manner that a reasonable person would understand the confidentiality of the information disclosed, shall be the confidential property of the disclosing party and its licensors (“Confidential Information”). Confidential Information does not include information that (a) is previously rightfully known to the receiving party without restriction on disclosure, (b) is or becomes known to the general public, through no act or omission on the part of the receiving party, (c) is disclosed to the receiving party by a third party without breach of any separate nondisclosure obligation, or (d) is independently developed by the receiving party. Except as expressly and unambiguously allowed herein, or required by law, the receiving party will hold in confidence and not use or disclose any Confidential Information and shall similarly bind its employees, consultants, and independent contractors. Upon the expiration or termination of this Agreement, all of the Confidential Information (including any copies) will be returned to the disclosing party, and receiving party will make no further use of such materials. If required by law, the receiving party may disclose Confidential Information of the disclosing party, but will give adequate prior notice of such disclosure to the disclosing party to permit the disclosing party to intervene and to request protective orders or other confidential treatment therefor.

6. LIMITED WARRANTY AND DISCLAIMERS

6.1 General. Each party represents and warrants that: (a) it is a duly organized and validly existing under the laws of the jurisdiction in which it is organized; (b) it has full power and authority, and has obtained all approvals, permissions and consents necessary, to enter into this Agreement and to perform its obligations hereunder; (c) this Agreement is legally binding upon it and enforceable in accordance with its terms; and (d) the execution, delivery and performance of this Agreement does not and will not conflict with any agreement, instrument, judgment or understanding, oral or written, to which it is a party or by which it may be bound.

6.2 Contractor. Contractor warrants to Customer that (i) the Contractor Services will be provided in a professional and workmanlike manner; (ii) the Contractor Services will perform in accordance with the documentation in all material respects; (iii) the Contractor Services as delivered by Contractor do not contain any Trojan horses, worms, or undocumented disabling devices; and (iv) Contractor scans the Contractor Services and the hosted environment for known viruses using industry standard virus detection techniques.

6.3 Disclaimers. **CONTRACTOR DOES NOT WARRANT THAT THE CONTRACTOR SERVICES WILL MEET CITY REQUIREMENTS OR RESULT IN ANY OUTCOME, OR THAT THEIR OPERATION WILL BE UNINTERRUPTED OR ERROR-FREE. TO THE FULLEST EXTENT PERMITTED BY LAW, CONTRACTOR HEREBY DISCLAIMS (FOR ITSELF AND ITS SUPPLIERS) ALL OTHER WARRANTIES, WHETHER EXPRESS OR IMPLIED, ORAL OR WRITTEN, WITH RESPECT TO THE CONTRACTOR SERVICES**

INCLUDING, WITHOUT LIMITATION, ALL IMPLIED WARRANTIES OF TITLE, NON-INFRINGEMENT, QUIET ENJOYMENT, INTEGRATION, MERCHANTABILITY OR FITNESS FOR ANY PARTICULAR PURPOSE AND ALL WARRANTIES ARISING FROM ANY COURSE OF DEALING, COURSE OF PERFORMANCE OR USAGE OF TRADE.

7. INDEMNIFICATION

7.1 Infringement. Except as provided below, Contractor agrees to (a) defend City against any claim by a third party that the Contractor Service infringes a valid US patent (issued as of the Effective Date), or any copyright or trade secret, of such third party and (b) indemnify City for settlement amounts or damages, liabilities, costs and expenses (including reasonable attorneys' fees) awarded and arising out of such claim. If any Contractor Service becomes or, in Contractor's opinion, is likely to become the subject of any injunction preventing its use as contemplated herein, Contractor may, at its option (i) obtain for City the right to continue using the Contractor Service or (ii) replace or modify the Contractor Service so that it becomes non-infringing without substantially compromising its principal functions. If (i) and (ii) are not reasonably available to Contractor then it may (iii) terminate this Agreement upon written notice to City and refund to City any Contractor Service fees that were pre-paid for the then current term, pro-rated for the remainder thereof.

7.2 Exclusions. Contractor shall have no liability or obligation hereunder with respect to any claim based upon (a) use of any Contractor Service in an application or environment or on a platform or with devices for which it was not designed or contemplated, (b) modifications, alterations, combinations or enhancements of the Contractor Service not created by or for Contractor (c) any of City content, (d) any portion of the Contractor Service that implements City requirements, (e) City continuing allegedly infringing activity after being notified thereof or its continuing use of any version after being provided modifications that would have avoided the alleged infringement or (f) any intellectual property right in which City or any of its affiliates has an interest.

7.3 Procedures. Any claim for indemnification hereunder requires that (a) the indemnified party provides prompt written notice of the claim and reasonable cooperation, information, and assistance in connection therewith, and (b) the indemnifying party shall have sole control and authority to defend, settle or compromise such claim. The indemnifying party shall not make any settlement that requires a materially adverse act or admission by the indemnified party without the indemnified party's written consent (such consent not to be unreasonably delayed, conditioned or withheld). The indemnifying party shall not be liable for any settlement made without its prior written consent.

7.4 Entire Liability. The foregoing states the entire liability of Contractor and City exclusive remedy, with respect to any actual or alleged violation of intellectual property rights by the Contractor Services, any part thereof or its use or operation.

8. LIMITATION OF LIABILITY

EXCEPT FOR ANY BREACH OF SECTION 5 (CONFIDENTIALITY), INDEMNIFICATION OBLIGATIONS PURSUANT TO SECTION 7 OR A PARTY'S GROSS NEGLIGENCE OR WILFULL MISCONDUCT, IN NO EVENT SHALL EITHER PARTY BE LIABLE CONCERNING THE SUBJECT MATTER OF THESE TERMS AND CONDTIONS OR ANY ORDER SCHEDULE, REGARDLESS OF THE FORM OF ANY CLAIM OR ACTION (WHETHER IN CONTRACT, NEGLIGENCE, STRICT LIABILITY OR OTHERWISE), FOR ANY (A) LOSS OR INACCURACY OF DATA, LOSS OR INTERRUPTION OF USE, OR COST OF PROCURING SUBSTITUTE TECHNOLOGY, GOODS OR SERVICES, (B) INDIRECT, PUNITIVE, INCIDENTAL, RELIANCE, SPECIAL, EXEMPLARY OR CONSEQUENTIAL DAMAGES INCLUDING, BUT NOT LIMITED TO, LOSS OF BUSINESS, REVENUES, PROFITS AND GOODWILL OR (C) DAMAGES IN THE AGGREGATE, IN EXCESS OF THE AMOUNT PAID TO IT (IN THE CASE OF CONTRACTOR) OR PAID AND PAYABLE BY IT (IN THE CASE OF CITY) HEREUNDER DURING THE PREVIOUS 12 MONTHS, EVEN IF IT HAS BEEN ADVISED OF THE POSSIBILITY OF SUCH DAMAGES.

9. TERM AND TERMINATION

9.1 Term. These Terms and Conditions and each applicable Order Schedule shall commence upon City acceptance of the Terms and Conditions and each Order Schedule and shall continue in effect until terminated in accordance with the Order Schedule.

9.2 Termination. This Agreement may be terminated (in whole, or in respect of any Order Schedule) by a party (a) if the other party materially breaches a provision of these Terms and Conditions or the applicable Order Schedule and fails to cure such breach within 30 days (10 days in the case of non-payment) after receiving written notice of such breach from the non-breaching party or (b) as otherwise set forth in the Order Schedule.

9.3 Effects of Termination. Upon any expiration or termination of any Order Schedule or the termination of these Terms and Conditions, all corresponding rights, obligations and licenses of the parties shall cease, except that (a) all obligations that accrued prior to the effective date of termination (including without limitation, all payment obligations) shall survive and (b) the provisions of Sections 3 (Fees and Payments), 4 (Proprietary Rights), 5 (Confidentiality), 6 (Limited Warranty and Disclaimers), 7 (Indemnification), 8 (Limitation of Liability), 10 (General Provisions) and this Section 9.3 shall survive.

10. GENERAL PROVISIONS

10.1 Entire Agreement. These Terms and Conditions (including the Order Schedules) constitutes the entire agreement, and supersedes all prior negotiations, understandings or agreements (oral or written), between the parties regarding the subject matter of these Terms and Conditions (and all past dealing or industry custom). Any inconsistent or additional terms on any related writing or similar form, even if signed by the parties hereafter, shall have no effect under these Terms & Conditions. Contractor reserves the right to change these Terms and Conditions from time to time upon written notice to City. The failure of either party to enforce its rights under these Terms and Conditions at any time for any period will not be construed as a

waiver of such rights, and the exercise of one right or remedy will not be deemed a waiver of any other right or remedy. If any provision of these Terms and Conditions is determined to be illegal or unenforceable, that provision will be limited or eliminated to the minimum extent necessary so that these Terms and Conditions will otherwise remain in full force and effect and enforceable.

10.2 Prevailing Party. In any action or proceeding to enforce these Terms and Conditions, the prevailing party will be entitled to recover from the other party its costs and expenses (including reasonable attorneys' fees) incurred in connection with such action or proceeding and enforcing any judgment or order obtained.

10.3 Remedies. Except as specifically provided otherwise herein, each right and remedy in these Terms and Conditions is in addition to any other right or remedy, at law or in equity. Each party agrees that, in the event of any breach or threatened breach of Section 4 or 5, the non-breaching party will suffer irreparable damage for which it will have no adequate remedy at law. Accordingly, the non-breaching party shall be entitled to injunctive and other equitable remedies to prevent or restrain such breach or threatened breach, without the necessity of posting any bond.

10.4 Notices. All notices under these Terms and Conditions will be in writing, in English and delivered to the parties at their respective addresses stated herein or at such other address designated by written notice. Notices will be deemed to have been duly given when received, if personally delivered; when receipt is electronically confirmed, if transmitted by facsimile; the day after being sent, if sent for next day delivery by recognized overnight delivery service; or upon receipt, if sent by certified or registered mail, return receipt requested.

10.5 Force Majeure. In the event that either party is prevented from performing, or is unable to perform, any of its obligations under these Terms and Conditions and Order Schedule(s) (except payment obligations) due to any cause beyond its reasonable control, the affected party shall give written notice thereof to the other party and its performance shall be extended for the period of delay or inability to perform due to such occurrence.

10.6 Publicity. Neither party shall use the other party's trademarks, trade names or make any public statements concerning the relationship between the parties without the other party's prior written consent, which will not be unreasonably withheld, conditioned or delayed. Notwithstanding the foregoing, City hereby grant to Contractor the right to use, reproduce and publish, City name, trademarks, service marks, brand names and brand marks in connection with advertising, marketing and sales.

10.7 Assignment. These Terms and Conditions and the rights and obligations hereunder may not be assigned, in whole or in part, by either party without the other party's written consent, not to be unreasonably withheld, conditioned or delayed. However, without consent, either party may assign their rights and obligations hereunder to any successor to all or substantially all of its business (whether by sale of assets or equity, merger, consolidation or otherwise). These Terms and Conditions shall be binding upon, and inure to the benefit of, the successors, representatives and permitted assigns of the parties hereto.

10.8 Independent Contractors. The parties shall be independent contractors, and nothing herein will constitute either party as the employer, employee, agent or representative of the other party, or both parties as joint venturers or partners for any purpose.

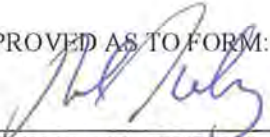
10.9 Anti-Corruption. City have not received or been offered any illegal or improper bribe, kickback, payment, gift, or thing of value from any of Contractor employees or agents in connection with these Terms and Conditions. If City learns of any violation of the above restriction, City agree to contact us immediately.

This Agreement may be executed in counterparts, each of which shall be deemed to be an original, but both of which shall constitute one and the same instrument; and, the Parties agree that signatures on this Agreement, including those transmitted by facsimile, shall be sufficient to bind the Parties.

The Parties acknowledge and accept the terms and conditions of this Agreement as evidenced by the following signatures of their duly authorized representatives. It is the intent of the Parties that this Agreement shall become operative on the Effective Date.

CITY OF SANTA CLARA, CALIFORNIA
a chartered California municipal corporation


APPROVED AS TO FORM:



RICHARD E. NOSKY, JR.
City Attorney




JULIO J. PUENTES
City Manager
1500 Warburton Avenue
Santa Clara, CA 95050
Telephone: (408) 615-2210
Fax: (408) 241-6771

ATTEST:


ROD DIRIDON, JR.
City Clerk

“CITY”

PUBLICSTUFF, INC
A DELAWARE CORPORATION

By: 

(Signature of Person executing the Agreement on behalf of Contractor)
Name: Vincent Polidoro
Title: CEO
Local Address: 214 W. 29th St, Suite 205

Telephone: (347) 442-7227
Fax: (347) 650-3552

“CONTRACTOR”

**AGREEMENT FOR PROFESSIONAL SERVICES
BY AND BETWEEN THE
CITY OF SANTA CLARA, CALIFORNIA
AND
PUBLICSTUFF, INC**

EXHIBIT A

SCOPE OF SERVICES

The Services to be performed for City by the Contractor, Inc. under this Agreement are more fully described below and in the Contractor’s proposal and follow up document entitled, “RFP for Professional Services: Mobile/Smartphone Application City of Santa Clara” dated August 8, 2014, and “City of Santa Clara, CA PublicStuff CRM and Mobile Applications for Citizen Engagement and Request Reporting” dated September 24, 2014, which are attached to this Exhibit A.

DATE	WORK DELIVERABLE	TEAM MEMBERS
Week 1	Kick-Off – Coordinate and lead kick-off meeting Review Timeline	Contractor City
Week 2 - 3	Administrator Training – Administrator product training Data Setup – Determine service request types, users, departments, workflows, and widgets	Contractor City
	Custom Branding & Mobile – Contractor to build branded mobile applications with staff-provided graphics built to specifications	Contractor City
	Marketing – Marketing and promotion of new application to residents	Contractor City
Week 2 - 4	Integration with Active Directory* and Lucity** – Discuss, plan, build, and test integrations Integration to City Website	Contractor City
Week 2-5	Testing and Modification – Test and iterate on the system	Contractor City
Week 5	Staff Training – Train staff users in one onsite Contractor visit	Contractor City
Week 6	Internal Soft Launch – Use of system internally and modify system configuration, based on feedback	Contractor City
Week 6-12	Marketing and Launch – Prepare marketing and launch plan	Contractor City
Week 6-12	Launch – Prepare marketing and launch plan	City
Week 6-12	Post Production Support	Contractor City

***Active Directory Integration Requirements**

1. City's LDAP system to allow secure third-party access
 - a. Contractor only provides server IP for test and does not provide support for security setup
2. City agrees that users' LDAP username will be the same as Contractor username

DATE	WORK DELIVERABLE	TEAM MEMBERS
Week 1	Setup LDAP to allow secure third-party access	City
Week 2-3	Test access to LDAP server	Contractor City
Week 2-4	Import user account information	Contractor City
Week 2-5	Test	Contractor City

****Lucity Integration**

Integration into Lucity requires activation of the Lucity API with Contractor plug-ins.

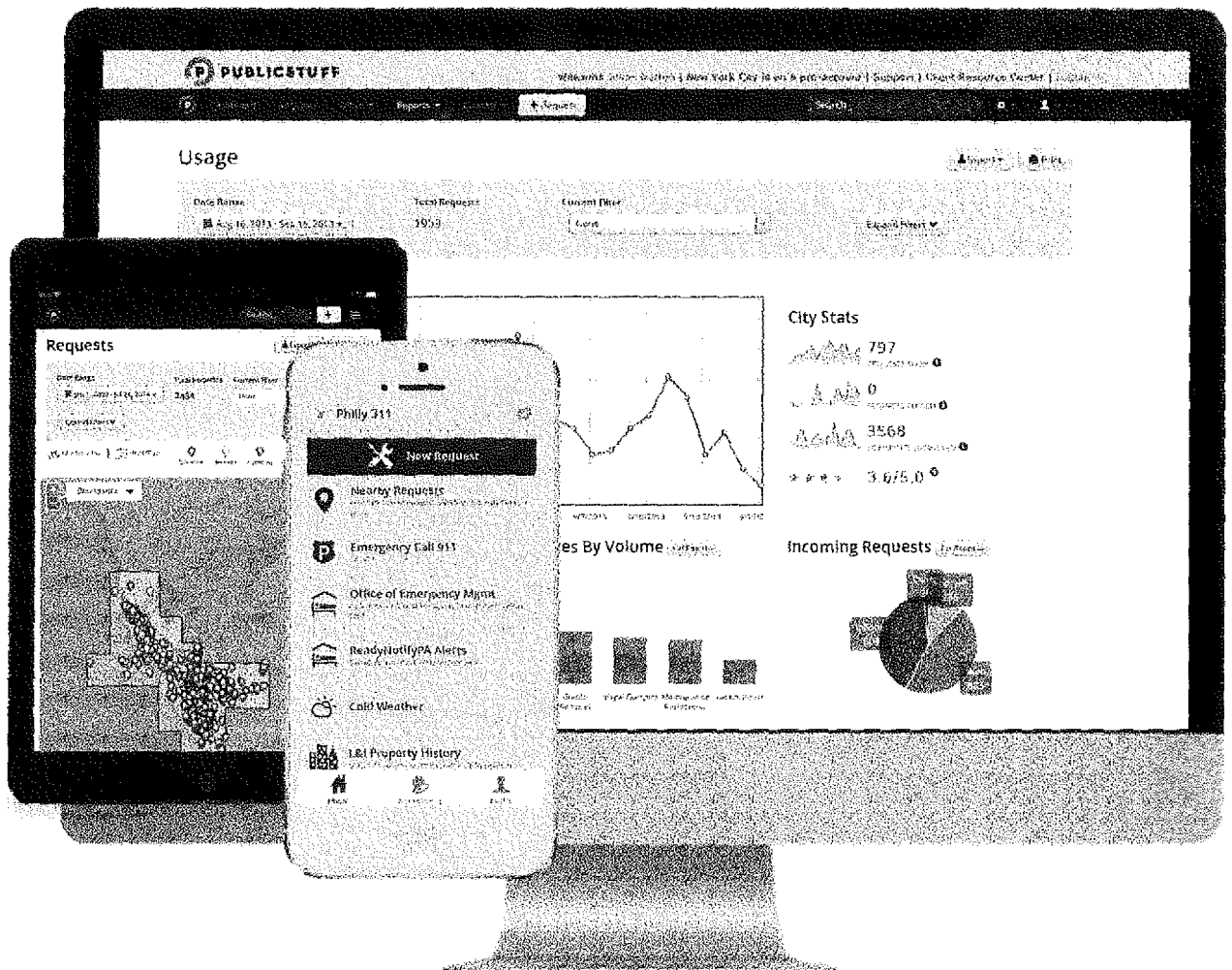
DATE	WORK DELIVERABLE	TEAM MEMBERS
Week 1-2	Activate Lucity API with Contractor plug-in	City
Week 2	Provide Lucity contact person, version number and documentation	City
Week 2-3	Open development and production servers to Contractor IP addresses	City
Week 2-3	Provide Endpoint URL for the API	Contractor City
Week 3	Verify access to endpoint and verify XML return	Contractor
Week 4	Map Lucity category and problem codes to Contractor service request types	Contractor City
Week 4-5	Configure integration	Contractor City
Week 2-5	Test	Contractor City



RFP for Professional Services: Mobile/Smartphone Application

City of Santa Clara

Submitted: 8 August 2014



Stuart Grooby
Web Manager
City of Santa Clara
1500 Warburton Ave.
Santa Clara, CA 95050

Dear Mr. Grooby,

On behalf of the team at PublicStuff, I want to thank the City of Santa Clara for the opportunity to respond to the RFP for a Citizen Engagement Web Application. I am pleased to present the enclosed proposal to empower the City to enhance customer service and drive operational efficiency through the use of digital and interactive technologies, while promoting the new brand of the City. I look forward to the opportunity to discuss this proposal with you and your stakeholders as the process unfolds.

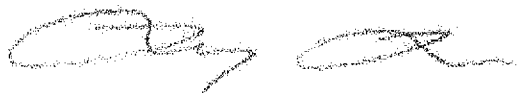
I am a principal representative of PublicStuff, Inc. and duly authorized to present offers, conduct negotiations, and enter into agreements. I hereby warrant that our firm is willing and able to perform the commitments contained in this proposal and comply with this RFP's contract requirements. Please feel free to contact me with any questions you may have.

As a former employee of several city agencies, I understand that choosing the right service provider is one of the most important factors for a successful ongoing partnership. Our team takes great pride in building cutting-edge solutions specifically for government organizations. Everything we build starts from conversations with our partner cities. City agencies and residents are at the core of our innovation process, and as such, we strive to partner with leaders in innovation, such as the City of Santa Clara.

Moreover, based on PublicStuff's current partnerships with other communities in California, including Palo Alto, Daly City and Redwood City, we have a proven ability to partner with communities to solve issues specific to Bay Area communities – such as graffiti, as well as managing traffic in the South Bay headed to the new stadium for 49ers' home games!

Thanks again for the opportunity to work with the City of Santa Clara. Please let me know if there is ever anything that I can do for you, throughout this process.

Sincerely,

A handwritten signature in black ink, appearing to read 'Lily Liu', with a stylized flourish at the end.

Lily Liu,
Founder, PublicStuff, Inc.

City of Santa Clara RFP, Mobile/Smartphone Application

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Chapter 1 – Proposal Summary

At PublicStuff, we view the opportunity to work with the City of Santa Clara as a truly unique opportunity to create a partnership that could serve as a national example of how to leverage technology to drive citizen engagement and effectively manage civic infrastructure. We look forward to engaging on a strategic level, both during the phased implementation process and on an ongoing basis thereafter, to determine how best to complement your current branding initiative, leverage your meaningful number of engaged e-notify users, and integrate with your promotion of the City as the new home of the San Francisco 49ers.

PublicStuff offers the City of Santa Clara a complete, turnkey, best-in-class solution that includes branded smartphone applications, a public-facing web portal, a private back-end CRM system for staff workflow (with administrative dashboards for city administrators), and an industry-leading approach to integration – all within the context of a single solution. The PublicStuff solution includes a flexible API that allows for integration into existing city applications. Additionally, the PublicStuff platform allows the City of Santa Clara the ability to seamlessly embed their unique content within the user experience of their mobile applications, as well as link to create widgets linking to videos, blogs, podcasts and other online content.

In its current release, the services bulleted below meet or exceed the requirements of the City of Santa Clara (including all “Desired” and “Nice to Have” features), as documented in the completed table from Appendix B at the end of this chapter.

- Dynamically Branded Mobile Apps: Mobile apps supported on Apple’s iOS, Google’s Android OS, Microsoft’s Windows OS, and BlackBerry, readily available for download via their respective online App stores – supporting both phone and tablet device types.
- Public-facing Citizen Portal: The public-facing web portal is self-contained within a web iframe allowing it to be embedded on any website or social media sites the city wishes to make the service available. Additionally, web traffic landing at PublicStuff.com will route directly to the appropriate department and system within each respective city.
- Constituent Relationship Management solution: The cloud-based constituent relationship management (CRM) solution allows staff to analyze, prioritize, and respond efficiently to citizen requests. Administrative dashboards also provide map views and robust analytics for reporting and performance management.
- Simplified GIS: Integrated Google and ESRI GIS maps that display all service requests. Extensive filtering allows users to display only relevant information to spot trends and analyze data; each point can be clicked to get more information. The City of Frisco can easily load GIS map layers onto PublicStuff or enter their GIS Service map service URL.
- Dedicated Account Management for implementation, training, and continued support.

City of Santa Clara RFP, Mobile/Smartphone Application

As a solution designed specifically for local governments, our system is designed to be flexible, secure, and simple to deploy. The application and database servers that support the system are hosted on RackSpace's cloud server networks, which provide a reliable, configurable, and most importantly, scalable environment. Daily backups of the entire system (including both the database content and the application information) are done using Amazon's Elastic Cloud hosting environment. All transmissions in and out of the system support SSL authentication and encryption to ensure that user and city data is secure and private. We combine this with a strict policy to only store sensitive data (such as password information) in a SHA encrypted format that is never accessible by anyone on or off the PublicStuff team.

The system is compatible on all mobile devices with an Internet connection, enabling workers in the field to have entire access to the request management system. No hardware is required by the City; the only software required is a currently-supported Internet browser.

Finally, based on our proven experience in working with local government, PublicStuff can contractually represent and warrant to our ability to take the City of Santa Clara live within each proposed phase within your desired timeframe.

Proven & Distinguishing Capabilities

Extreme Ease-of-Use: Ease-of-use is a core strength of the PublicStuff platform. The user interface for the CRM system is designed for use and comprehension by a maximum range of users with varied technical ability. The user experience is consistent with that of familiar everyday consumer websites like Facebook, Amazon, eBay, etc.

All PublicStuff applications are built around responsive design, which ensures optimal usability for all device types and form factors. The PublicStuff CRM Dashboard is also touch navigation optimized for use on tablets and mobile devices. Users can use the full dashboard under normal wireless or cell tower signal strengths. In areas with low wireless or weak cell tower signal strengths, City users can access a light dashboard to manage the caseload.

Private Requests and Positive Transparency: PublicStuff is uniquely focused on providing solutions that give our government clients complete flexibility and control. With PublicStuff, the City of Santa Clara has complete control and ownership around how the service is deployed and what is/is not made public. Many systems on the market either keep all requests hidden or force all requests to be public. PublicStuff takes a balanced approach in that citizens can still submit private requests when necessary and City Staff retains control over the ability to take requests out of public view when the content is inappropriate or offensive.

City of Santa Clara RFP, Mobile/Smartphone Application

PublicStuff Widget System: PublicStuff was the first company in our space to offer a Widget system within a mobile citizen platform, allowing staff to create “apps within the app”. This provides a scalable solution to meet future needs of different departments without having to procure additional single function apps.

This also allows citizens to access one single app that does it all, as opposed to downloading and engaging with multiple apps from the city. For example, one month after implementing their PublicStuff Philly311 app, Hurricane Sandy hit the City of Philadelphia. The City’s 911 and 311 centers were overwhelmed with inbound calls seeking information and reporting downed trees. The City quickly put together a “Hurricane FAQ” Widget to direct citizens on the safest course of action, as well as a “Fallen Tree” category for citizens to report downed limbs with photos and the GPS coordinates, creating an actionable inventory of fallen trees to clear right after the storm.

Push Notifications: City staff can send notifications to any citizen using a smartphone. Any changes to the status of an update can be delivered to residents through push notification, informing them when city staff receive the request, begin work to fix the issue, and ultimately solve the issues – in real-time. This feature can also be used for emergency notifications – as Philadelphia did during Hurricane Sandy to broadcast important information to residents.

For Santa Clara, residents can receive traffic updates and suggested alternative routes on Sundays before and after home games!

Static and Dynamic Translation: PublicStuff is the only system on the market that offers dynamic language translation capabilities on the mobile applications to open up government communication to non-English speakers. This enables a resident to have their mobile device in another language, while having all static and dynamic content translated into their native language. Any information they submit will be sent over to staff in English and staff updates and comments will be automatically translated back into the residents’ native language. Given the significant Asian and Hispanic communities living in Santa Clara, this capability is essential to ensuring that the City can adequately reach and serve your entire population.

Leading Citizen Engagement Tools

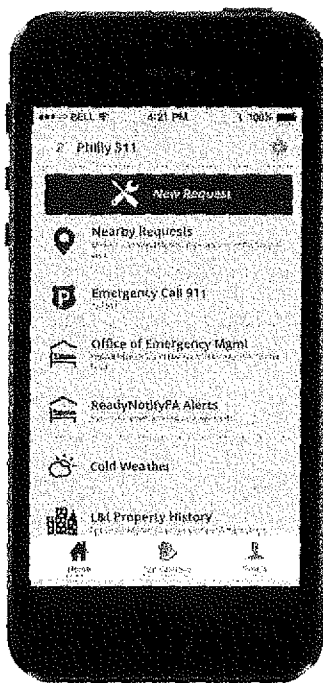
With PublicStuff, the City of Santa Clara will be able to customize the branding of their citizen engagement tools to match your unique brand. Service requests can be reported through the smart phone applications, submission form embedded on the city’s website and social media pages managed by the city; moreover, these tools allow for updates to case status, social sharing of cases, and provides numerous other features that strengthen the communication between the public and the government.

City of Santa Clara RFP, Mobile/Smartphone Application

PublicStuff supports iOS, Android, Blackberry (general), and Windows Mobile, and is 100% optimized for submissions not only from smartphone applications, but all resident communication channels: mobile browsers; SMS text submission; toll-free voice line for request submission (for extra, or after-hours, phone coverage); Facebook; Twitter (requests can be tweeted directly into the PublicStuff system); and desktop.

At a high-level, the PublicStuff mobile platform features include (but are not limited to):

- Photo and text submissions with file attachments
- Case type and tracking numbers for the service request and contact details for staff
- All customization and modifications are updated in real time
- Over 60 languages supported in the web portal
- Case status updates and social sharing of cases
- Custom fields, and the ability to make both private and public requests
- GPS auto geo-location
- Visual request location pin-pointing/modification on the map
- Saving draft requests
- List view of nearby requests
- Map view of nearby requests
- Filtering parameters
- “My Stuff” dashboard to view and manage my requests, comments, drafts, supported request, change profile, change preferences, etc.
- Civic Engagement Dashboard – customizable “widgets” to provide additional information and services to users directly on the city’s app.



- Dynamic Icon & name branding
- Customizable main button
- Open data feed of requests & issues
- Customizable widgets
- Status/Announcement notifications
- User profile



City of Santa Clara RFP, Mobile/Smartphone Application

Additional Features

PublicStuff PRO enables staff to completely customize the workflow associated with managing service requests from residents. Workflow can be customized by request type with the ability to edit or remove components. Additionally, system administrators can easily modify and create new request types based on location or other criteria, with full configuration over: internal service levels (SLAs), including reminders and escalations notices; confirmation messages, either when a request status changes or a request is completed; the modification of custom data fields; workflow assignments; categories; duplication detection; custom automatic privacy settings; status notifications; and more.

Requests can be pre-configured as public, private (city-viewable only), or sensitive (viewable by specific department or even users). However, any request can be also be changed ad hoc, “on-the-fly” by city staff from public to private or sensitive (or visa versa), as needed. In short, the City has complete control, at all times, over all requests, as we believe this is essential in order for enable citizen engagement in a way that is truly collaborative and positive.

The requests tab in PublicStuff PRO allows staff to view all their assigned requests in one screen. Department heads and administrative users are able to see requests city-wide. The collapsible filters allow staff users to filter the data based on any data field, including department, request type, address, geographic region, custom fields, contact information, keywords, ticket number, priority level, status, overdue, image attachments, privacy setting and comments. Commonly used filters can be saved and easily accessed in the future through the drop down option.

Moreover, customer service teams can access longitudinal data on user submissions and activity, allowing staff the ability to manage the lifetime record of resident requests.

The screenshot displays the PublicStuff PRO interface. At the top, there is a navigation bar with a '+ Request' button and a user profile icon. Below the navigation bar, the user's name 'cdobish' and their role 'Department Head | Requests | Completed' are visible. A date range filter is set to 'Jun 1, 2020 - May 12, 2021'. A callout box with a speech bubble points to a row in the table, containing the text: 'Citizen profiles: enable staff to keep track of individual resident activities'. The table has columns for 'Request ID', 'Request Type', 'Status', 'Request Address', 'Request Date', 'Request Date', 'Request Date', 'Request Date', 'Request Date', and 'Request Date'. The table contains several rows of request data. On the left side, there is a 'User Details' sidebar with various statistics: 'Request Followed: 9', 'Requests Submitted: 9', 'Requests Flagged: 0', 'Submissions Done: 0', 'Phone Calls Received: 0', 'Emails Received: 0', and 'Emails Received: 0'. At the bottom of the sidebar, there are sections for 'Email', 'Phone Numbers', 'Addresses', and 'History'.

Request ID	Request Type	Status	Request Address	Request Date	Request Date	Request Date	Request Date	Request Date
123456789	Request Type	Submitted	123 Main Street	12/12/2020	12/12/2020	12/12/2020	12/12/2020	12/12/2020
987654321	Request Type	Submitted	456 Elm Street	01/01/2021	01/01/2021	01/01/2021	01/01/2021	01/01/2021
234567890	Request Type	Submitted	789 Oak Street	02/02/2021	02/02/2021	02/02/2021	02/02/2021	02/02/2021
345678901	Request Type	Submitted	101 Pine Street	03/03/2021	03/03/2021	03/03/2021	03/03/2021	03/03/2021
456789012	Request Type	Submitted	202 Maple Street	04/04/2021	04/04/2021	04/04/2021	04/04/2021	04/04/2021
567890123	Request Type	Submitted	303 Cedar Street	05/05/2021	05/05/2021	05/05/2021	05/05/2021	05/05/2021
678901234	Request Type	Submitted	404 Birch Street	06/06/2021	06/06/2021	06/06/2021	06/06/2021	06/06/2021
789012345	Request Type	Submitted	505 Spruce Street	07/07/2021	07/07/2021	07/07/2021	07/07/2021	07/07/2021
890123456	Request Type	Submitted	606 Willow Street	08/08/2021	08/08/2021	08/08/2021	08/08/2021	08/08/2021
901234567	Request Type	Submitted	707 Poplar Street	09/09/2021	09/09/2021	09/09/2021	09/09/2021	09/09/2021

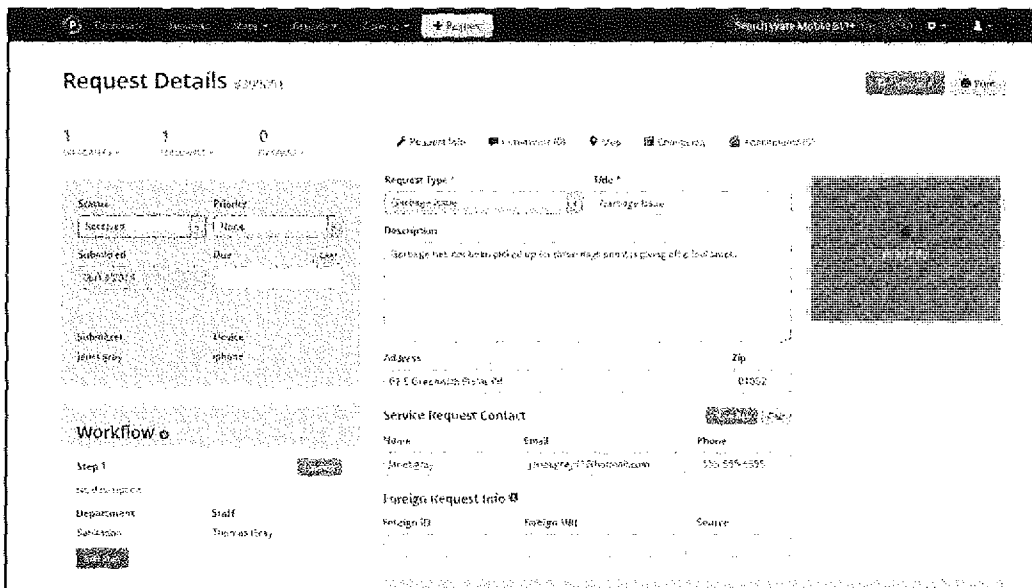
City of Santa Clara RFP, Mobile/Smartphone Application

Each request submitted is assigned a unique tracking identification number; citizens will receive this number after submission and will be notified via email. They, as well as city staff, can then look up a service request by this tracking number. Citizens will also be notified during any activity change in the status of their request. Once a request has been closed, the requestor will be automatically notified and a customer survey will be generated and stored upon completion.

The request details page shows and archives all details around a request, including the original submission data to the notes, status, images, workflow and other attachments entered by staff. This page is where staff will update the status, priority level and update workflow steps.

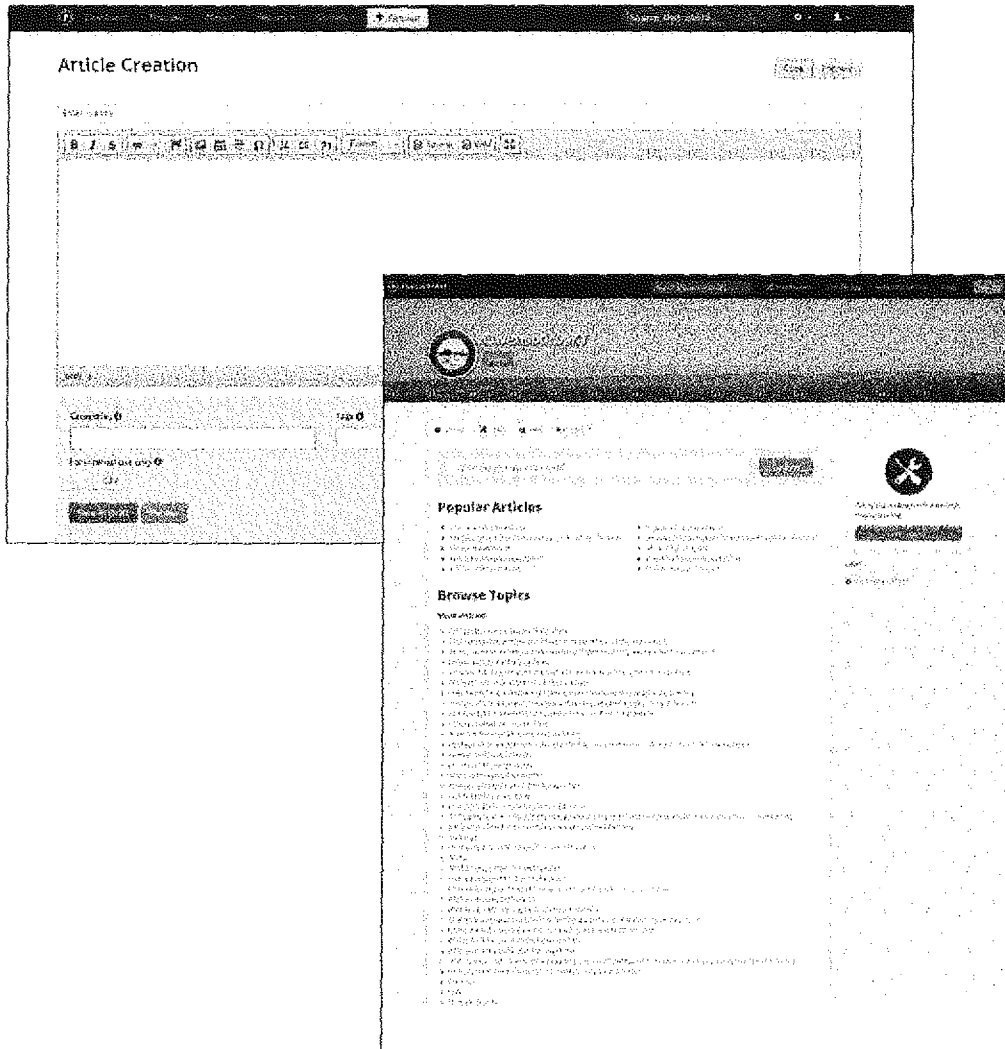
Comments on a request can be marked viewable as private or public. The ability to make public comments to a resident can be locked to only authorized staff members. Built into the commenting section are “canned” responses for commonly used messages and the city’s knowledge base system, which suggests potential articles for inclusion. PublicStuff PRO enables staff with institutional knowledge to customize the city’s knowledge base system as needed. Additional options in the request details page include:

- Map view with street view and satellite views
- Full audit change-log
- Additional file attachments which can include any file type except for .exe files
- Privacy settings (making a request public or private)
- Duplicate request consolidation
- Track back to 3rd party integration data



City of Santa Clara RFP, Mobile/Smartphone Application

PublicStuff offers an integrated knowledge base for frequently asked questions (FAQs). The knowledge base allows citizens to find answers to their issues before contacting the city. PublicStuff PRO allows staff to easily create and manage articles and FAQ templates. Knowledge base articles are compatible with both natural and wildcard search, and can be directly linked to categories and service request types. The PublicStuff PRO interface would allow for staff to develop detailed call scripts to provide a consistent, uniform experience to callers.

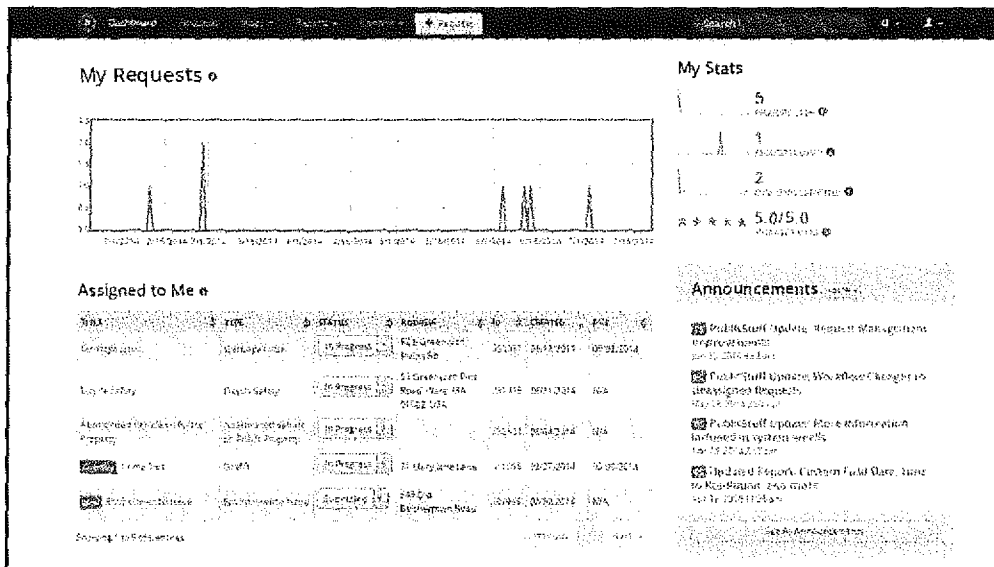


City of Santa Clara RFP, Mobile/Smartphone Application

City staff can be added to notification list when an incoming service is received or during a status change in workflow. This can also be used to implement escalation policies. For example, certain individuals can be notified if a request is overdue by a certain period. This service can also be used to designate an alternative staff member, while primary contact is out of the office or on vacation.



From the dashboard view, staff can view the number and type of requests assigned to them at any given time. In addition, the dashboard allows for robust statistical reporting (1.9), including number of requests open, number of requests closed, number of similar requests and the number of comments submitted. Finally, staff can stay up-to-date on current announcements.



City of Santa Clara RFP, Mobile/Smartphone Application

Finally, PublicStuff PRO incorporates two types of push notifications, which offer multiple benefits to the City of Santa Clara. The first is automatic push notifications. These notifications will send a push notification to the original reporter and supporters/followers based on any changes to the status of a request or comments that are made. This allows citizens to know when city staff have received the request, are working to fix the issue, and when the problem has been solved, in real-time.

The second type of push notification is a customized notification (1.10). These messages can be customized around any city announcement/information and are easily sent through the PublicStuff PRO notification control screen. In times of emergency, PublicStuff push notifications can be used to provide urgent public safety notifications. From the PublicStuff PRO site dashboard, city staff can create a message with a title that will be sent as a push notification directly to the mobile devices of resident users. A great example of this feature was utilized by Philadelphia during Hurricane Sandy in which the Philly311 app was used to broadcast important information to Philly residents.



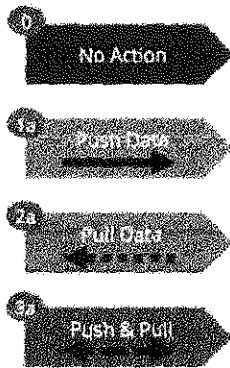
City of Santa Clara RFP, Mobile/Smartphone Application

System and Data Integration

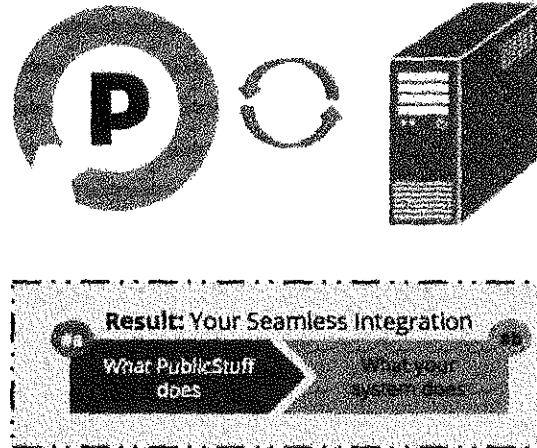
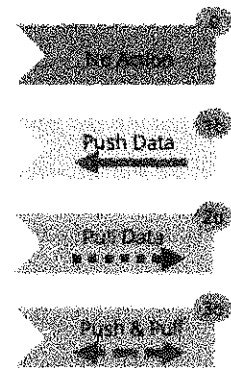
PublicStuff PRO can integrate into any third party systems as a direct integration or through our APIs, which we publish openly through the Developer Toolkit (publicstuff.com/developers). We focus on creating bi-directional integrations with 3rd party solutions. Data originally submitted through PublicStuff is sent directly to the 3rd party system. Any updates, comments and closed status are then sent back to the PublicStuff system. This will trigger the notification process back to the resident(s). Moreover, PublicStuff has the ability to work with Microsoft Office programs for document creation and attachment to requests, the ability for pictures and maps for attachment and viewing, and handles Adobe PDF format viewing.

Below is an overview on how our integration process functions:

Step 1: Choose what you want the PublicStuff system to do



Step 2: Choose what you want your system to do



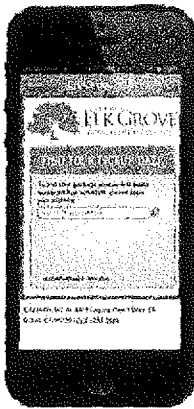
City of Santa Clara RFP, Mobile/Smartphone Application

Integration of Third-Party Websites within Mobile Applications

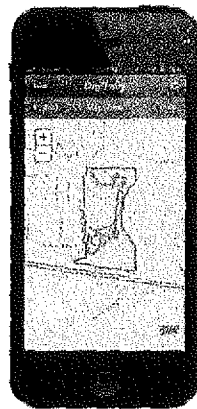
The unique Widget system within the PublicStuff platform allows staff to create “apps within the app”. This provides a scalable solution to meet future needs of different departments without having to procure additional single function apps. This also allows citizens to access one app that does it all as opposed to downloading and engaging with multiple apps from the city.

Below are some examples of how other cities have leveraged the platform to create widgets for their city and for more information on this, please visit www.publicstuff.com/developers.

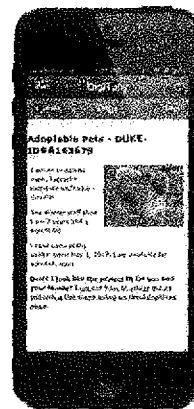
Elk Grove Waste Pickup Schedule
Elk Grove citizens use this app to find the solid waste pickup schedule for a given address.



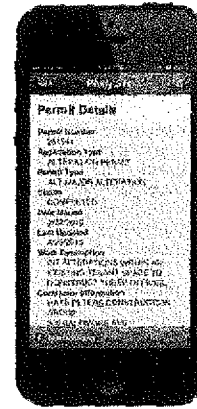
DigiTally City Parks
Residents and visitors can find information about nearby parks by location and activity with this app.



DigiTally Online Kennel
Current and future pet owners in Tallahassee can use this online kennel app to search for animals up for adoption.



Philly311 License & Inspection Property History
Citizens can enter an address in Philadelphia to see permits, licenses, violations and appeals from the Department of Licenses & Inspections.



City of Santa Clara RFP, Mobile/Smartphone Application

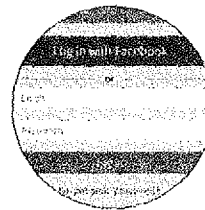
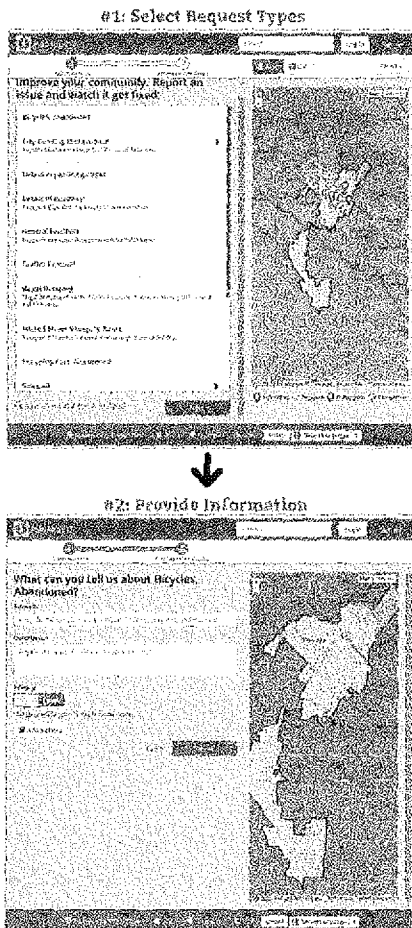
Resident Portal & IFrame Integration within Third-Party Websites

The Citizen Web Portal and submission form is built inside a responsive iframe that will fit optimally to any defined space in a webpage. It can also be integrated into the City's social media pages such as Facebook. PublicStuff also hosts a complimentary web portal for the City of Santa Clara on publicstuff.com to receive web traffic landing at PublicStuff.

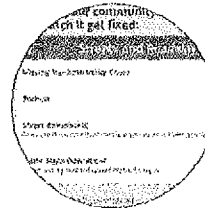
This simple line of code is: `<iframe height="900" frameborder="0" width="100%" src="https://iframe.publicstuff.com/#?client_id=431"></iframe>`

All content within the public web portal is easily translated through a drop-down option into over 60 different languages. Moreover, PublicStuff Knowledge Base (FAQ feature) is enabled and populated within the iframe; users do not need to navigate another FAQ page (2.3).

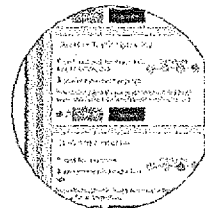
Overview of Service Request Process



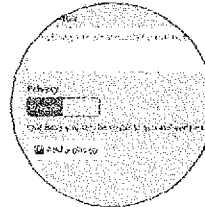
Flexible login feature



Example of a sub-category



View other open requests



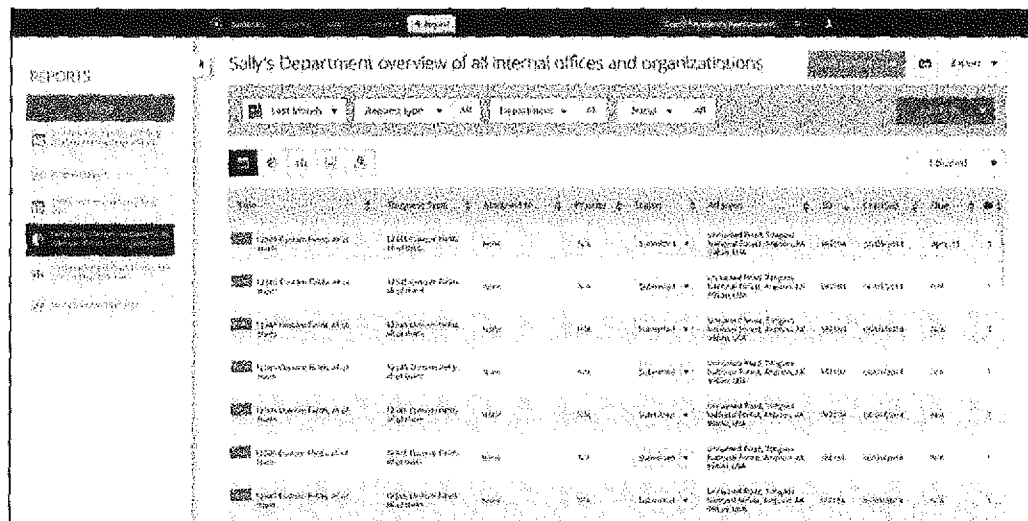
Privacy Settings

City of Santa Clara RFP, Mobile/Smartphone Application

Reporting

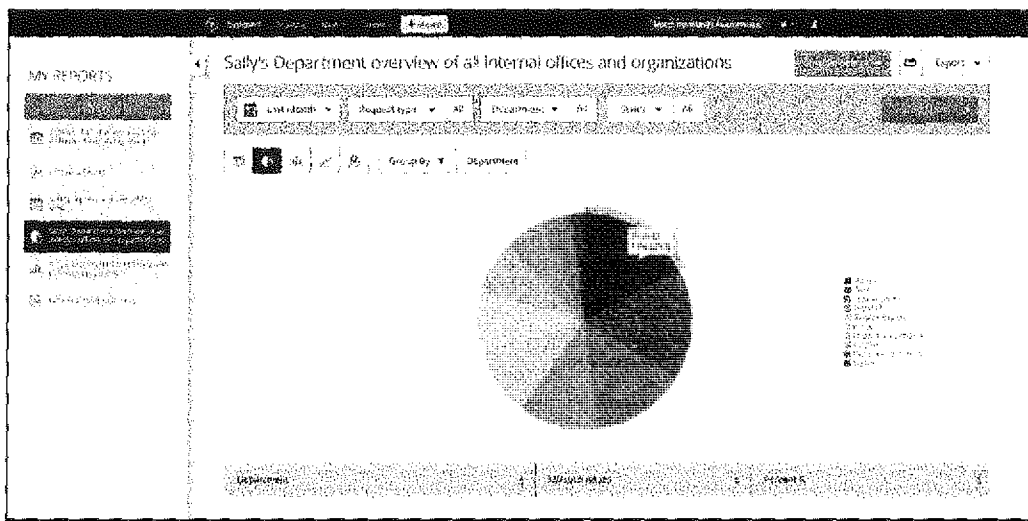
PublicStuff PRO includes a robust reports function that breaks out submissions, performance, and data. This data can then be filtered by any field to track city metrics, performance and trends. With custom reporting, the City of Santa Clara can produce an unlimited number of reports/views, so that they can gather data on request submissions, user activity, departments, staff, submission channel (iPhone, Android, etc) and many other options, including reports by: request type; status; requestor; assigned to; geo-location; who entered request and where routed; time to completion.

Report visualizations are beautiful, easy-to-use, and customizable; moreover, like all features in PublicStuff PRO, reports can be customized to include any branding required by the City. Reports can be previewed prior to printing. All data can be exported into various data formats, including excel.



The screenshot displays a report titled "Sally's Department overview of all internal offices and organizations". The report includes a table with the following columns: Request ID, Request Type, Status, Priority, Category, Assigned To, Requester, Request Date, and Request Status. The table contains several rows of data, including requests for "Request for Information", "Request for Proposal", and "Request for Quote".

Request ID	Request Type	Status	Priority	Category	Assigned To	Requester	Request Date	Request Status
12345	Request for Information	Open	High	Information	John Doe	John Doe	2023-01-01	Open
12346	Request for Proposal	Open	Medium	Procurement	Jane Smith	Jane Smith	2023-01-02	Open
12347	Request for Quote	Open	Low	Procurement	Mike Johnson	Mike Johnson	2023-01-03	Open
12348	Request for Information	Open	High	Information	Sarah Lee	Sarah Lee	2023-01-04	Open
12349	Request for Proposal	Open	Medium	Procurement	David Kim	David Kim	2023-01-05	Open
12350	Request for Quote	Open	Low	Procurement	Emily White	Emily White	2023-01-06	Open
12351	Request for Information	Open	High	Information	Chris Brown	Chris Brown	2023-01-07	Open



City of Santa Clara RFP, Mobile/Smartphone Application

ATTACHMENT A – PROPOSAL FORM & PROJECT CONTACTS

ATTACHMENT A - PROPOSAL FORM

Proposer (please print):

Name: Public Stuff, Inc.
Address: 214 W. 29th Street Suite 205
Telephone: (347) 442-7227
Website: publicstuff.com

Contact Person (if different):

Name: TREVER CLARK
Title: VP of Sales
Email: TREVER@PUBLICSTUFF.COM
Telephone: 416.335.3370
Facsimile: N/A

Proposer, if selected, intends to carry on the business as (check one):

- Individual
- Joint Venture
- Partnership
- Corporation
When incorporated? 2009
In what state? DE
When authorized to do business in California? Yes
- Other (explain):

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ATTACHMENT A - PROPOSAL FORM -Continued-

Proposer's Signature:

By signing below, the submission of a proposal shall be deemed a representation and certification by the Proposer that they have investigated all aspects of the RFP, that they are aware of the applicable facts pertaining to the RFP process, its procedures and requirements, and they have read and understand the RFP. No request for modification of the proposal shall be considered after its submission on the grounds that the Proposer was not fully informed as to any fact of condition.

If Proposer is an Individual, sign here:

Proposer's Signature

Date

Proposer's Name and Title

If Proposer is a Partnership or Joint Venture: as least two (2) Partners sign here:

Partnership or Joint Venture Name

Proposer's Signature

Date

Proposer's Signature

Date

If Proposer is a Corporation, the duly authorized officer must sign here:

PUBLIC STUFF, INC.
Corporation Name

The undersigned certify that he/she is designated to sign the Proposal Cost Form by resolution (attached a certified copy, with corporate seal, if applicable, notarized as to its authenticity of Secretary's certificate of authorization) for and on behalf of the above named Corporation, and that he/she is authorized to execute same for and on behalf of said Corporation.



Proposer's Signature

28 Aug 14

Date

TREVOR CLARK, VP OF SALES

Proposer's Name and Title

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ATTACHMENT B – SCOPE OF WORK/SERVICES

The project will be approached in three phases:

- Implement the best solution (Mobile/Smartphone Application) possible for the City of Santa Clara, and deploy the solution to capture City related infrastructure reporting and requests, City Manager’s Office requests and power outage notifications.
- The City will then broaden its reporting and requests categories to include other categories such as utilities, planning & inspection, non-emergency public safety and animal control. Targeted completion dates to be determined.
- Integrate with existing work order systems through Web Services or Web Application Protocol Interface (API) standards and other applications such as GIS, content management system (CMS) and social media.

PublicStuff response to proposed project approach/phasing: As part of the standard PublicStuff client model, PublicStuff offers dedicated Account Management and Integration Support. The phased rollout request above will be supported in this proposal; no additional implementation services fees will apply (with the exception of time and costs for onsite work).

Other Work Related to Project

No.	Category	Ranking	Functional Requirements	PS Response
D01	Dashboard Features	A	The dashboard should allow easy configuration, operation and maintenance by City personnel, without requiring vendor interaction or significant custom development including the addition, modification and deletion of custom fields.	Included in proposal

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D02	Dashboard Features	A	The dashboard should allow individual staff or workgroups to monitor, contribute more information to, re-categorize, redirect, and promptly respond to, the requestor's service requests.	Included in proposal
D03	Dashboard Features	A	The dashboard should allow the option to enter "staff only" notes in the service requests for internal communication.	Included in proposal
D04	Dashboard Features	A	The dashboard should allow staff to generate customizable and exportable reports for distribution to management in common data format such as XML, Excel, and delimited files.	Included in proposal
D05	Dashboard Features	A	The dashboard must be compatible with all the major web browsers including but not limited to: IE, Safari, Chrome, Firefox	Included in proposal

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D06	Dashboard Features	A	The dashboard should allow staff to enter new service requests as a result of a report by phone, email, walk-in or self-initiated request.	Included in proposal
M01	Mobile App Feature	A	The mobile application must conform to the look & feel of the City of Santa Clara branding. See http://santaclaraca.gov	Included in proposal
M02	Mobile App Feature	A	The mobile application must be easily accessible from the mobile's corresponding app store and a link from the City's website.	Included in proposal
M03	Mobile App Feature	A	Provide smartphone apps for the following platforms: Android and iOS	Included in proposal
M04	Mobile App Feature	A	The mobile application must provide a method of attaching to the request, electronic image(s) from the mobile device's camera or from an existing library of images.	Included in proposal

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M05	Mobile App Feature	A	The mobile application should be map based and utilize location-aware technology. Requestor must be able to make more precise adjustments or enter a street address for more accurate location reporting.	Included in proposal
M06	Mobile App Feature	A	The mobile application should display any existing/open service requests in proximity, to verify that the new proposed request hasn't already been submitted by another requestor.	Included in proposal

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M07	Mobile App Feature	A	<p>The mobile application should allow requestors to submit requests initially without registering personal information. The system should then immediately send acknowledgement to the mobile app, to include a unique case number, summary of the request, as well as instructions directing them to the public facing web portal for registration and follow up.</p>	Included in proposal
M08	Mobile App Feature	A	<p>The mobile application should allow the requestor to submit a request publicly or privately (for requestor's and key staff eyes only) for sensitive cases such as crime tips or internal only reports.</p>	Included in proposal

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M09	Mobile App Feature	A	The mobile application should allow requestors to choose up to two levels of categories for their requests. Example, a level one category may be "Street Repairs" with secondary level categories such as "Potholes" and "Cracked Sidewalk"	Included in proposal
M10	Mobile App Feature	A	The mobile application should allow subsequent requestors to follow or "Like" existing requests to give them the same benefit of notification as the original requestor.	Included in proposal
P01	Public Facing Portal	A	The public facing portal must conform to the look & feel of the City of Santa Clara website, see http://santaclaraca.gov	Included in proposal
P02	Public Facing Portal	A	The public facing portal should allow requestors to submit new requests, register contact information, follow-up and update their requests, and see existing requests statuses.	Included in proposal

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S01	System Feature	A	The system should facilitate role-level administration and access in the dashboard.	Included in proposal
S02	System Feature	A	Requests should be routed automatically to appropriate City departments or divisions based on user configurable parameters for resolution.	Included in proposal
S03	System Feature	A	Automatically notify requestors of status changes, progress, redirects and completion via email.	Included in proposal
S04	System Feature	A	Retain requests transaction history indefinitely and allow for export of the data for archive.	Included in proposal
S05	System Feature	A	The system should be able to provide support of the MAPI (Messaging Application Program Interface) and/or SMTP (Simple Message Transfer Protocol) for seamless integration to the City's Exchange email system.	Included in proposal
S06	System Feature	A	The system should adhere to the Open 311 application program interface (API) standards specification.	Included in proposal
S07	System Feature	A	The system should be able to send emergency or important public announcements to the mobile app e.g. power outage notifications	Included in proposal
S08	System Feature	A	The system should be able to integrate with Lucity, Chameleon, Utility Outage Management System, Content Management System and other City applications	Included in proposal (additional fees may apply)

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D07	Dashboard Features	B	In the dashboard, provide facility to make custom configuration to the mobile app to link to City web resources including, social media, RSS feeds or other mobile apps.	Included in proposal
D08	Dashboard Features	B	Provide support for active directory integration for staff.	Included in proposal (additional fees may apply)
M11	Mobile App Feature	B	Provide a method of attaching to the request other electronic files such as video or audio.	Included in proposal
M12	Mobile App Feature	B	The system should provide a tablet-optimized interface to the dashboard via web browser or tablet app to facilitate field worker access.	Included in proposal
M13	Mobile App Feature	B	The system should allow the submission of requests and check request status via Facebook and other social media channels.	Included in proposal
P03	Public Facing Portal	B	The public facing portal should allow the requestor to cancel or "un-submit" their request so it will no longer show on the web portal. The system should be able to keep track of "un-submitted" requests and notify staff to cancel any scheduled work associated with it.	Included in proposal
M14	Mobile App Feature	B	The mobile app should display crime information on a map using data from service like crimereports.com	Included in proposal (additional fees may apply)
D09	Public Facing Portal	B	The portal should be able to display crime information on a map using data from City applications	Included in proposal
S09	System Feature	B	The system should be able to integrate with the City of Santa Clara GIS layers and the ESRI platform	Included in proposal

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M15	Mobile App Feature	C	Provide smartphone apps for Windows Mobile, BlackBerry and/or SMS platforms.	Included in proposal
D10	Public Facing Portal	C	Integration with the City website content management system	Included in proposal (additional fees may apply)
D11	Public Facing Portal	C	Provide option for translating into multiple languages	Included in proposal

Chapter 2 – Profile of the Proposing Firm

PublicStuff, Inc. (FIN: 45-4740121) is a venture capital-backed, Delaware-based corporation, headquartered at 214 West 29th Street, Suite 205, New York, NY 10001. All company employees and officers work out of the headquarters office, and can be reached at (347) 442-7227. PublicStuff does not operate under a parent company, or with any general or limited partners. No lawsuit or litigation has resulted from any performance of services, to date.

PublicStuff was founded in 2009 and has operated continuously under the name of PublicStuff since that time. Today, the PublicStuff platform is a civic engagement tool that connects residents and local governments, providing city-branded mobile and web access points to help improve the quality of life in over 100 communities.

The mission of PublicStuff is to help local governments, such as the City of Santa Clara, connect residents and staff to improve their communities via robust and comprehensive, yet easy-to-use and low-cost, technology solutions. All product development is done in-house.

Operating under a software-as-a-service (SaaS)-based business model, all company revenue results from direct agreements for services with partner cities. PublicStuff does not in any way monetize citizen use of the service, whether through digital ad sales or third-party use of citizen data. Accordingly, PublicStuff provides its services only in communities in which it is an explicit partner of the local government and on websites sanctioned by our partners, ensuring that we are always aligned with the interests of all stakeholders committed to advancing good government for those communities.

Over the last 9 months, PublicStuff has doubled in size, with expansion into Europe and growth throughout North American (including Canada). With regard to stability, PublicStuff has raised over \$6.5 million in institutional funding, making our Company one of the most financially stable vendors in our space. Beyond financial capital, we enjoy the ongoing support and advisement from our investors (who are among the leaders in tech as well as innovation in government) with regard to the Company's strategic direction and growth plans. Our leadership team includes both of our original founders, as well as executive experience with some the fastest growing companies in tech, including Groupon, LinkedIn, and ZocDoc.

PublicStuff does not have an office local office, nor does it plan to deploy any full-time staff to reside in the area during the project. However, across our extensive client base, including several Bay Area cities, PublicStuff has not needed a local presence to effectively service our clients. Our customer service leverage numerous tools and access points to be immediately available and highly responsive to customer issues.

Chapter 3 – Qualifications of the Firm

PublicStuff is being utilized by the largest cities in the country, including Philadelphia, PA and New York, NY; by metropolitan 311 call centers, such as Evanston, IL (a suburb of Chicago); Open311 cities, such as Vancouver, BC; as well as a significant number of small communities – including clients of well under 10,000 residents, such as the Town of Wendell, NC. Moreover, in a testament to the scalability and functionality of the system, the use cases by which government departments leverage our platform are as numerous as the number of our clients – from managing urban blight and dumping, to preventing West Nile virus and crowdsourcing information following a gaslamp outage, to powering a call center and facilitating police reporting, to publishing broadcast city announcements.

At PublicStuff, we exclusively focus on building industry-leading products that directly address the key goals of the initiative outlined in this RFP. Our dedicated team of 30 associates has the capacity to partner closely with the City through all three phases of this project, and to provide ongoing, “white glove” support for the lifetime of the partnership. In short, PublicStuff has all the necessary resources to own the entire end-to-end delivery of the proposed solution, including all products and services, for the entire agreement. **No third-parties will be necessary in order to deliver a complete, end-to-end solution to the City of Santa Clara.**

Previous Experience in mobile/CRM implementations include (but are not limited to):

Asheville, NC (population 85,000)
Chandler, AZ (population 236,000)
East Peoria, IL (population 23,000)
Elk Grove, CA (population 153,000)
McAllen, TX (population 130,000)
North Miami Beach, FL (population 42,000)
Pensacola, FL (population 52,000)
Plano, TX (population 259,000)
San Marcos, TX (population 45,000)

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**ATTACHMENT C - SAMPLE TABLE
QUALIFICATIONS OF FIRM RELATIVE TO CITY'S NEEDS**

Project Name	Client	Description of work performed	Total Project Cost	Percentage of work firm as responsible	Period work was	Client contact
Access Fontana	Fontana, CA	CRM & Mobile	\$8,800 annual fee	100%	8 weeks	See below
Did your firm meet the project schedule (Circle one) : <u>Yes</u> Give a brief statement of the firm's adherence to the schedule and budget for the project: PublicStuff provides a flat-fee and we do not run over our annual fee. Dennis Vlasich, IT Director, (909) 350-6676						
MyOceanside	Oceanside, CA	CRM & Mobile	\$11,940 annual fee	100%	2 Weeks	See Below
Did your firm meet the project schedule (Circle one) : <u>Yes</u> Give a brief statement of the firm's adherence to the schedule and budget for the project: PublicStuff provides a flat-fee and we do not run over our annual fee. Yukari Krause-Brown, IT Manager, (760) 435-3821						
Palo Alto311	Palo Alto, CA	CRM & Mobile	\$8,000 annual fee	100%	6 Weeks	See Below
Did your firm meet the project schedule (Circle one) : <u>Yes</u> Give a brief statement of the firm's adherence to the schedule and budget for the project: PublicStuff provides a flat-fee and we do not run over our annual fee. Joel Dino, IT Project Manager, 650-329-2686						
MyRWC	Redwood, CA	CRM & Mobile	\$9,000 annual fee	100%	4 Weeks	See Below
Did your firm meet the project schedule (Circle one) : <u>Yes</u> Give a brief statement of the firm's adherence to the schedule and budget for the project: PublicStuff provides a flat-fee and we do not run over our annual fee. Audrey Ramberg, 650-780-7302, aramberg@redwoodcity.org						

Chapter 4 – Work Plan or Proposal

Speed-to-market is a core value at PublicStuff and we are continuously optimizing our client onboarding process. By following the proven methodology that PublicStuff has developed through our extensive implementation experience with government clients, the City of Santa Clara will realize its goal of an on-time implementation, with immediate system availability for design and phase 1 functionality within eight (8) weeks or less.

The implementation plan for the City of Santa Clara will be built in collaboration with community project sponsors, prior to contract execution, and will be organized in a Welcome Packet and presented at Project Kick-off in a manner designed to be as simple as possible for staff. In addition, PublicStuff will also provide strategies for the City of Santa Clara to drive change management across departments, including a plan to engage staff within each phase.

For the City of Santa Clara, key implementation responsibilities center on: coordinating project tasks and meeting internal deadlines for arranging training, configuring the system based upon design requirements, creating graphics and design, and making decisions around the launch plan. These responsibilities and key milestone dates will be clearly articulated and agreed to by our account team within a Scope of Work, prior to contract execution. For more detail, a sample project checklist has been included in this chapter, as well.

There are no additional costs associated with the implementation of our services, across the three phases outlined by the City.

In addition, PublicStuff will work with Santa Clara on strategies for resident adoption and best-practices around user acquisition. A basic marketing launch plan could include (but is certainly not limited to) tactics outlined below. However, PublicStuff would also welcome the opportunity to collaborate with the City of Santa Clara on a broader plan that incorporates the City's new branding strategy, as well as your communications plan specific to Levi's Stadium, as well as your plans for leveraging this new City asset to drive residential growth and ongoing economic development.

Pre-Launch:

- Schedule a kick off call with the PublicStuff team to discuss marketing strategy and determine public launch date.
- Brand your PublicStuff system.
 - Name your App. Examples include: Access Fontana, Dormont Delivers, Philly311
 - Brand your mobile app with an image and custom widgets.
- Draft a press release to be sent to relevant media platforms with quotes from project leaders in your City staff.
- Identify potential community partners to promote your PublicStuff system.

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- Examples include: downtown agencies, non-profit groups, community groups, local schools, and business associations.
- Include links to your PublicStuff program and iFrame code on your city website.
- Follow PublicStuff on Facebook and Twitter for cross promotions.

Public Launch:

- Send out a PublicStuff “Dear-valued-resident-intro-letter” to residents via direct mail or email.
- Distribute press release announcing the launch of PublicStuff to local media.
- Host a press conference to announce the PublicStuff request tool in your City.
- Announce PublicStuff on your Social Media channels:
 - Sample messaging: Download PublicStuff, our new mobile app to connect with city services and news 24/7!
- Announce PublicStuff on your City’s current communication channels.
 - Water bill
 - City newsletters
- Customize and distribute flyers to local businesses, residents and community organizations, transit stations and more.

Implementation Plan – Phase 1: 8 week estimated time frame

Work Deliverable	Team Members	Activity/Role	Date
Kick-Off	Account Manager (AM) Santa Clara Staff	Coordinating & leading kick-off meeting.	Week 1
Project Mapping	AM + PS Tech Santa Clara Staff	Map project and business requirements with each department lead.	Week 2-5
Implementation	AM + PS Tech Santa Clara Staff	Implement workflow and business requirements	Week 3-5
Marketing Plan	AM Santa Clara Staff	Prepare marketing and launch plan	Week 3-8
Administrator Training	AM Santa Clara Staff	Administrator product training	Week 2
Knowledge Base	AM + PS Tech Santa Clara Staff	Discuss and set-up KB	Week 2-4
Set-up Customized Text Number and Toll-free Number (if needed)	AM + PS Tech Santa Clara Staff	Create a unique number for Santa Clara residents to text and call into PublicStuff system	Week 5-6
Testing & Modification	Santa Clara Staff	Test and iterate on the system	Week 5-8
Staff Training	AM Santa Clara Staff	Train staff users in one PublicStuff-led remote training session	Week 7-8
Launch	Santa Clara Staff	Prepare launch plan	Week 7-8



Implementing PublicStuff Checklist

For a smooth and successful launch, PublicStuff site managers should use this checklist as a guide to the implementation process. This checklist also includes information pertaining to third party system integrations and the PublicStuff Knowledge Base.

Week One

- | | |
|--|--|
| Kickoff | <ul style="list-style-type: none"> <input type="checkbox"/> Schedule 30-minute kickoff call with PublicStuff Account Manager <input type="checkbox"/> Invite key municipality staff to kickoff call |
| Post-Kickoff | <ul style="list-style-type: none"> <input type="checkbox"/> Review Implementation Timeline and other implementation materials <input type="checkbox"/> Schedule Site Admin Training with PublicStuff Account Manager |
| Integration
<small>3rd Party System</small> | <ul style="list-style-type: none"> <input type="checkbox"/> Confirm Web Services and API license for 3rd party system <input type="checkbox"/> Locate documentation and contact information for 3rd party system |

Week Two

- | | |
|---------------------|--|
| Training | <ul style="list-style-type: none"> <input type="checkbox"/> Site Admin Training <ul style="list-style-type: none"> <input type="checkbox"/> Schedule with your PublicStuff Account Manager <input type="checkbox"/> Invite key municipality staff (IT, Dept. Heads) |
| Site Data
Set-up | <ul style="list-style-type: none"> <input type="checkbox"/> Collect required information for service request types <ul style="list-style-type: none"> <input type="checkbox"/> Resources: Site Population Spreadsheet, Service Request Setup Checklist, PublicStuff Services Worksheet |
| Custom
Branding | <ul style="list-style-type: none"> <input type="checkbox"/> Determine app name <ul style="list-style-type: none"> <input type="checkbox"/> Meet with key staff to brainstorm and decide on a name <input type="checkbox"/> Resource: PublicStuff App Name Suggestions <input type="checkbox"/> Prepare Custom Branding <ul style="list-style-type: none"> <input type="checkbox"/> 1600 x 1000 px Registration Screen Header <input type="checkbox"/> 1024 x 1024 px App Icon <input type="checkbox"/> Resource: PublicStuff Branding Guide |
| Knowledge
Base | <ul style="list-style-type: none"> <input type="checkbox"/> Knowledge Base Training <ul style="list-style-type: none"> <input type="checkbox"/> Invite key staff that will create articles |

Getting Started with PublicStuff Checklist



- Marketing Determine who will market and promote the new app and service to residents

Weeks Three - Five

- Site Data Set-up Begin Populating Users, Departments, Service Request Types, and Workflows
- Site Data Set-up Consult with department heads on content for widgets
- Site Data Set-up **Resource:** PublicStuff Guide to Widgets
- Custom Branding Submit Custom Branding to PublicStuff
- Custom Branding Registration Screen Header, App Icon, App Name, Description and Keywords
- Integration and Party System Provide endpoint and API access information to PublicStuff
- Integration and Party System Provide list of objects to map with PublicStuff API
- Integration and Party System Provide documentation and contact information for 3rd party system
- Knowledge Base Add articles to Knowledge Base

Weeks Six - Eight

- Site Data Set-up Complete Population of Users, Departments, Service Request Types and Workflows
- Site Data Set-up Review entered data on iframe and mobile app and make any necessary changes
- Site Data Set-up **Resource:** Service Request Setup Checklist
- Training & Testing Schedule Staff Training
- Training & Testing Internal soft launch announcement to staff
- Training & Testing Testing with internal users and external user group
- Marketing Review PublicStuff Marketing templates
- Marketing **Resources:** Press Release, Social Media Guide, Newsletter, Internal Email
- Integration and Party System Testing of integration between PublicStuff and third party system
- Knowledge Base Review and approve Knowledge Base articles

Getting Started with PublicStuff Checklist

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Week Nine - Ten

- | | |
|---------------------|---|
| Marketing | <input type="checkbox"/> Prepare press release and other launch day messages
<input type="checkbox"/> Send internal email announcement to municipality staff |
| Site Data
Set-up | <input type="checkbox"/> Delete all test and sample requests from PublicStuff Pro
<input type="checkbox"/> Verify all staff users can log into PublicStuff Pro
<input type="checkbox"/> Finalize all widgets in PublicStuff Pro Manage Widgets
<input type="checkbox"/> Embed iframe on municipality website |
| Launch | <input type="checkbox"/> Send press release and be available for press questions
<input type="checkbox"/> Send launch day messages
<input type="checkbox"/> Monitor support channels for questions / feedback from residents |

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Training

Once the system is fully set up and configured with the correct service request categories and workflows, our focus is on proper education of both staff and residents through live training webinars and extensive marketing efforts.

PublicStuff provides training and ongoing support to meet the City's needs. Training sessions will be provided via webinars lasting approximately 60-120 minutes, depending on the training group. The following is an overview of the types of training sessions:

- **Administrator Training:** This training session lasts 60 minutes and covers all setup components of the system, modifying agents, updating mobile applications and more.
- **Staff Training:** This training session lasts 60 minutes and covers the details on how to submit service requests, manage them and obtain reports.

All training sessions are recorded and sent to staff for future reference. Additionally, training materials and videos are accessible through PublicStuff PRO at our [Client Resource Center](#). We provide step-by-step guides for your staff and managers as well as information on marketing leading up to and after the launch of PublicStuff. All materials are continuously maintained, and reflect the most current version of our applications. Moreover, as client success is a core value of ours at PublicStuff, **we provide this resource to all clients at no additional charge.**

PublicStuff does not usually conduct on-site training as we find our webinars to be equally effective and more convenient for City staff, and have successfully launched more than 100 clients with this methodology while passing cost savings onto our partner City.

However, on top of the above approach, PublicStuff will also conduct on-site training to the team, if desired, at a highly discounted rate – as we understand that training is something that is extremely important to the City.

This is one more demonstration of our desire to develop a unique partnership with the City of Santa Clara, as we see a great potential for our platform to see significant adoption among your residents.

Chapter 5 – Proposed Innovation

As a single platform, the PublicStuff system, as proposed, reflects all of the best practices, most recent product enhancements, and current learnings of our client partners. Each day, we work to build a better product and to provide more value to our clients. Moreover, because of our core business model, we work to ensure that all of these improvements reach every one of our clients. **Santa Clara will benefit from such ongoing innovation at no additional charge.**

Examples of our continuous improvement across each area of our business include:

- Product: we leverage agile development methodologies to ensure the continuous improvement of the platform. Because of our ability to constantly improve upon our platform, PublicStuff currently incorporates the most contemporary design principles, based upon ongoing usability testing which ensures an exceptional user experience. In demonstration of this, PublicStuff v3, released in April and featured in this proposal, is a complete redesign of the user experience and is tangible proof of our commitment to user experience.

Moreover, beyond allowing clients to embed their own widgets (or “apps within the app”), our development team dedicates meaningful engineering time each “sprint” to push out new native widget tools – expanding the platform’s value, out of the box, well beyond 311 service requests.

- Implementation and account management: we have over-invested to create a rich library of online tools and training guides, giving clients the ability to quickly accomplish implementation milestones and train staff members outside of the core implementation training sessions. These tools have both lowered the costs of our implementations, as well as the average time to go-live, for our clients.
- Marketing and citizen engagement: we study citizen adoption across our entire client base, uncovering trends that are driving engagement. Moreover, this learning is made actionable, with turnkey recommendations for implementation to our clients.

As part of our implementation plan, we would collaborate with the City to create an annual resident communication plan, with strategies for promoting downloads and adoption prior to spikes in requests to the City occur.

However, beyond our core proposal, PublicStuff sees a huge opportunity to partner with Santa Clara in unique ways. For instance, our platform has the ability to pull in “smart” data from third-party partners. Companies such as Booz Allen have the ability to feed PublicStuff data on potholes, as the develop, automatically creating work orders to fix roads before conditions worsen and result in significantly greater costs (from traffic delays, accident claims, and repair costs themselves). Additionally, we can work with partners, such as Placemeter, to monitor automotive as well as pedestrian volumes around key areas around Santa Clara, giving the City

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real insight into how best to manage the influx of traffic around events at Levi's Stadium.

Finally, our system's unique GIS capabilities support layers of mapping and service request routing, which would allow PublicStuff to take requests sent to the City and route them to the appropriate owners, even if they fall outside of City Hall (including County departments and private management companies [such as Levi's Stadium facilities management]).

In short, by working with PublicStuff, the City will create a partnership with a company invested in your long-term success – as well as invest in a product that is not only the most advanced in this space today, but a platform that will be “future-proof” in the years ahead.

Chapter 6 – Project Staffing

The PublicStuff team is a diverse group of employees with vastly different skills and experiences that form a highly effective engine of innovation. Every day, our team strives to deliver technically superior solutions. Our robust system is maintained by a full time in house technology team consisting of back end programmers, front-end web developers, designers, and mobile developers. By working together each day at company headquarters, we can provide unparalleled responsiveness for our clients. In lieu of resumes, links have been provided to each member's LinkedIn profile.

Surya Yalamanchili, CEO

Surya joined PublicStuff with broad set of experience across both small and large companies. He served as a brand manager at Procter & Gamble (PG) for 5 years working on the Olay brand and in a corporate marketing role. He was also part of the pre-IPO teams at LinkedIn (LNKD), where he served as Director of Marketing, and Groupon (GRPN), where he led the merchant group reporting to the COO

Vincent Polidoro, Chief Technical Officer

Vincent has a dual degree in Computer Science and Psychology from Carnegie Mellon University. Prior to working with PublicStuff, he was developing interactive software platforms, including working with large corporations to create voice activated warehouse management software. He also has experience working with Red Zone Robotics, in addition to founding several other successful companies.

Lily Liu, Co-Founder

Lily stays engaged in every project on a personal level and strongly believes in quality over quantity. Lily has been working around public policy issues at the local and national level for over 10 years. Lily has worked with Mayor Bloomberg's Special Projects & Analytics Unit in the Department of Education, a \$20B organization. Prior to that, she worked in the City of Long Beach, CA and the Transportation Security Administration in Washington, D.C around policy development and local government management.

Asiya Wadud, Account Manager

Asiya Wadud is an account manager at PublicStuff, where she builds relationships with municipalities and provides product support. A city planner and community development practitioner by training, Asiya has spent the last several years working on projects that leverage new technology to enhance community engagement at the neighborhood level. Asiya has master's degrees from UC Berkeley and Stanford University and a bachelor's degree from the College of Wooster.

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Chapter 7 – Proposal Exceptions

As noted in Chapter 1, there are no exceptions to the functionality requirements of the City found in our proposed solution. That is, in its current release, the PublicStuff platform meets or exceeds the requirements of the City of Santa Clara (including all “Desired” and “Nice to Have” features), as outlined in Attachment B of this RFP.

With regard to the standard contract terms in the RFP, a small number of sections have terms that are usually amended when contracting with our clients: Section 3 (not applicable to service); Section 11 (given the upfront investment made and costs amortized via a SaaS business model); and Section 12 (except for in the event of a sale, this is otherwise fine).

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Chapter 8 – Ongoing Support

The PublicStuff account management team provides dedicated implementation, training, as well as ongoing, “white-glove” support. Your dedicated account manager can be reached directly via phone and email; city staff can also submit tickets online.

PublicStuff is a cloud hosted solution, so all City and County staff, as well as citizen users are always upgraded simultaneously, without any interruption to service. Our mobile applications are also all updated at the same time, and in a way to ensure that legacy versions of our app (in instances where users forget or refuse to update their applications) are still fully supported.

Significant updates to the City facing software (new features, improved user interfaces, etc.) are posted in the Announcements section of the Pro dashboard so they are visible to all staff. Early warning is provided to administrators by their dedicated account managers in these cases to ensure the additional features are added without the risk of confusing or disrupting day-to-day operations. **There are no additional costs for ongoing maintenance or for system upgrades.**

In short, we pride ourselves on exceptional customer service and try to go above and beyond for our partners. Below are our standard terms for technical and customer support that we will include in our contract with the City. Moreover, as a testament to our commitment to our you long-term success, our Account Management team will work with you to schedule regular executive update meetings to review current performance, share best practices from other clients, set new goals for the City, and discuss opportunities for expanded use by City staff.

1. SERVICE LEVEL COMMITMENT.

1.1 General. PublicStuff shall use commercially reasonable efforts to maintain the Minimum Service Level during the Term of the Agreement.

Service Category	Measurement	Measurement Window	Minimum Service Level
Uptime	Availability of the PublicStuff Service with all material functionality	Monthly	99%

1.2 Service Disruption PublicStuff will inform Customer, by email (or other prompt means if email is unavailable), of any service disruption, unless such disruption is of an insignificant nature (less than 1 hour). PublicStuff will use commercially reasonable efforts to restore service as soon as reasonably practicable and inform Customer by email (or other prompt means if email is unavailable) once service is restored.

City of Santa Clara RFP, Mobile/Smartphone Application

1.3 Exceptions. The following downtime minutes will be excluded from the measurement of compliance with the Minimum Service Level: (i) downtime minutes related to scheduled maintenance; (ii) downtime minutes related to any matter constituting force majeure pursuant to Section 10.5 of the Agreement; (iii) downtime minutes resulting from acts by Customer other than in accordance with the Agreement, including but not limited to any negligence, willful misconduct or use of the PublicStuff Service in breach of the Agreement and (iv) downtime minutes resulting from data or transmission quality issues outside of PublicStuff's reasonable control. All scheduled maintenance will be conducted between the hours of 12:00 a.m. ET and 6:00 a.m. ET. PublicStuff at its sole discretion may plan additional scheduled maintenance which will be communicated by email to Customer at least 24 hours in advance with notice of how many hours of downtime is expected.

1.4 Support Hours. Normal hours of operation are 9am – 6pm ET, Monday through Friday, excluding PublicStuff-observed holidays. Outside of Support Hours, Customer can access PublicStuff support at <https://pro.publicstuff.com/marketing>. PublicStuff will use commercially reasonable efforts to address issues within 6 hours during Support Hours and within 12 hours outside of Support Hours. For system down issues, PublicStuff will be available 24x7.

City of Santa Clara RFP, Mobile/Smartphone Application

Chapter 9 – Project Cost Sheet & Rates

PublicStuff has designed our business and delivery model in such a way as to ensure that Santa Clara realizes all of the value described in this proposal without the risk of unplanned project expenses or cost overruns. All core solution components are fully “baked” into a single, low-cost subscription: all software license, software hosting (no hardware is required by the City), system setup, configuration, implementation, training, upgrades, support and maintenance fees are all included in the proposal below. Integration fees may also apply, based upon the 3rd party system. However, this fee will also be quoted on subscription pricing basis.

1 year agreement	PublicStuff Pro
Mobile Application iOS, Android, Blackberry & Windows Phone	Custom (branded) in-app store application Web application for City website and Facebook Unlimited Widgets
City User Accounts	Enterprise PRO bundle - 100 Users
API & Integration Support	Included
Mapping (GIS Integration)	ESRI Enhanced
Reporting	Enhanced Reporting & Analytics
System Setup, Online Training & Marketing	Included
Documents & Manuals: 24x7 Resource Center	Included
SMS Text Submission	Included
Maintenance & Support	Account Manager
Phone Submission	IVR #
City of Santa Clara City – Special Partner Pricing	Annual Subscription Fees
PublicStuff PRO CRM & Citizen-facing Tool Suite	\$15,400
Lucity Integration	\$2,000
Chameleon Integration	\$3,000
Active Directory Integration	\$1,000
Optional: Onsite training	\$1,000 / day (plus travel)
Optional Module: Knowledge Base (Annual)	Waived for Year 1
Total Annual Subscription	\$21,400

ATTACHMENT D - COST PROPOSAL

I. Total Price for Mobile/Smartphone Application

\$15,400/ year; 21,400/year, including integrations

II. Breakdown of proposed costs for the types of services to be provided. Indicate which items are considered taxable. Pricing for the items will remain valid for the terms listed below. (Attach additional pages if necessary)

We desire one customized pricing that will meet all our needs without having to negotiate complex multiple-tiered pricing matrices.

Description of License:

- Licensing limitation such as how many users can simultaneously access the administrative dashboard? Pricing based on population licensing based on
- Population based licensing? 117K residents. 100 licenses are included.

Initial Implementation Fee and 1st Year License, Maintenance and Integration with internal applications

- Year 2 License & Maintenance \$15,400/ year;
- Year 3 License & Maintenance 21,400/year, including integrations

Technical Support Fees Included in annual subscription

Cost of future enhancements (refer to Bs and Cs in the Evaluation Criteria Section)

Cost of Upgrades Included in annual subscription

Training Included in annual subscription

Cost of On-site Consulting when needed \$1,000/day + travel



City of Santa Clara, CA

PublicStuff CRM and Mobile Applications for Citizen Engagement and Request Reporting

Summary of Responses for the City's RFP Committee, 9/24/14

(1) Lucity Integration

Summary of our integration to Lucity:

- PublicStuff and Lucity have a formal partnership that allows for a seamless solution to clients (additional information provided in a separate document)
- Lucity has designed a module to specifically integrate with PublicStuff, allowing for a very turnkey, procedural integration (outlined below)
- Service request updates and comments are sent by PublicStuff to Lucity
- Status updates and comments are pushed back to PublicStuff by Lucity
- References include: Fontana, CA; Chandler, AZ; Pensacola, FL

The implementation steps for the integration are as follows:

- City: Activate (or verify activation) of Lucity API
- City: Verify Lucity version number and documentation
- City: Identify Lucity contact to work with PublicStuff
- PublicStuff: Send production server IP address
 - Server: 198.101.155.95
 - If needed, open up ports 80 and 443
 - Establish two-way communication, using TCP
- City: Provide Endpoint URL for the API
- City: Open development server to IP addresses
- PublicStuff: Verify access to endpoint
- PublicStuff: Verify XML return
- City: Send Lucity category and problem codes needed for integration
- City: Send or add service request information for input into PublicStuff for each service request handled by Lucity
- PublicStuff: Write the integration
- PublicStuff: Test

(2) Accela Integration

Summary of our integration to Accela:

- PublicStuff and Accela maintain a strong business relationship, with our CEOs meeting quarterly to review the partnership
- Accela has a very solid API and strong documentation; however, as opposed to Lucity, they have not written a unique module for integration to PublicStuff
- Therefore, PublicStuff has written both sides of the integration:
 - One service to send requests and comments
 - Another service to pull for status updates/changes and comments
 - Additional customization (e.g. non-service request object types; advanced workflow routing; etc) is available
- References include: McAllen, TX

(3) Uptime

PublicStuff will contractually represent our ability to provide 99.9% uptime. If, in any month, PublicStuff fails to deliver this level of uptime, PublicStuff will provide one (1) additional month of service to the City of Santa Clara at no charge.

(4) 100 Users License Count

Based on City's of similar size and use case, 100 licenses should meet or exceed the needs of Santa Clara. That said, pricing for additional licenses is \$100/user/year; for \$10,000/year, the City could acquire an unlimited of users.

If the City would like to negotiate a higher number of licenses within the initial agreement, we are happy to evaluate this within the context of other, holistic considerations during contracting.

(5) Professional Service Agreement Terms

Comments Provided. To be discussed during the call.

(5) Work Plan Overview

Below is an initial work plan for the phase 1 implementation (graffiti only), as discussed during the our onsite interview earlier this month.

PublicStuff-CITYNAME Implementation Agreement

The purpose of this Agreement is to outline a roadmap that ensures a successful launch for the CITYNAME. This document outlines the mutually agreed upon roles, responsibilities, and due dates for CITYNAME and PublicStuff to hit the mutually agreed upon launch date of DATEHERE.

Phase	Scope	Who
Training Completed: DATE		CITYNAME Owner: CITYNAME Escalation: PublicStuff Owner: PublicStuff Escalation:
Site Set-up Completed: DATE		CITYNAME Owner: CITYNAME Escalation: PublicStuff Owner: PublicStuff Escalation:
Custom Branding & Mobile Completed: DATE		CITYNAME Owner: CITYNAME Escalation: PublicStuff Owner: PublicStuff Escalation:
Marketing Completed: DATE		CITYNAME Owner: CITYNAME Escalation: PublicStuff Owner: PublicStuff Escalation:

CITYNAME

PUBLICSTUFF

Week 1

		Lead	Time
Kickoff	<input type="checkbox"/> Schedule 30-minute kickoff call with PublicStuff Account Manager <input type="checkbox"/> Invite key municipality staff to kickoff call		30-60 mins
Post-Kickoff	<input type="checkbox"/> Review Implementation Timeline and other implementation materials <input type="checkbox"/> Schedule Site Admin Training with PublicStuff Account Manager		15 mins
Mobile App Transfer	<input type="checkbox"/> Alert previous mobile app provider to impending mobile app transfer		15 mins

Week 2

		Lead	Time
Training	<input type="checkbox"/> Site Admin Training <input type="checkbox"/> Schedule with your PublicStuff Account Manager <input type="checkbox"/> Invite key municipality staff (IT, Dept. Heads)		1 hr
Site Data Set-up	<input type="checkbox"/> Collect required information for service request types <input type="checkbox"/> Resources: Site Population Spreadsheet, Service Request Setup Checklist, PublicStuff Services Worksheet		1 – 6 hrs
Custom Branding & Mobile	<input type="checkbox"/> Prepare Custom Branding <input type="checkbox"/> 1600 x 1000 px Registration Screen Header <input type="checkbox"/> 1024 x 1024 px App Icon <input type="checkbox"/> Resource: PublicStuff Branding Guide <input type="checkbox"/> Submit Custom Branding to PublicStuff <input type="checkbox"/> Registration Screen Header, App Icon, App Name, Description and Keywords		1 hr
Marketing	<input type="checkbox"/> Determine who will market and promote the new app and service to residents		15 mins

Week 3

Site Data Set-up	<input type="checkbox"/> Begin Populating <u>Users, Departments, Service Request Types and Workflows</u> <input type="checkbox"/> Consult with department heads on content for widgets <input type="checkbox"/> Resource: PublicStuff Guide to Widgets	Lead	Time 1 – 8 hrs
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Week 4

Site Data Set-up	<input type="checkbox"/> Complete Population of <u>Users, Departments, Service Request Types and Workflows</u> <input type="checkbox"/> Review entered data on iframe and mobile app and make any necessary changes <input type="checkbox"/> Resource: Service Request Setup Checklist	Lead	Time 1 hr
Marketing	<input type="checkbox"/> Review PublicStuff Marketing templates <input type="checkbox"/> Resources: Press Release, Social Media Guide, Newsletter, Internal Email		1 hr

Week 5

Training & Testing	<input type="checkbox"/> Schedule Staff Training <input type="checkbox"/> Internal soft launch announcement to staff <input type="checkbox"/> Testing with internal users and external user group	Lead	Time 1 – 5 hrs
Marketing	<input type="checkbox"/> Prepare press release and other launch day messages <input type="checkbox"/> Send internal email announcement to municipality staff <input type="checkbox"/> Embed iframe on municipality website		1 hr
Site Data Set-up	<input type="checkbox"/> Delete all test and sample requests from PublicStuff Pro <input type="checkbox"/> Verify all staff users can log into PublicStuff Pro		30 mins
Custom Branding & Mobile	<input type="checkbox"/> Finalize all widgets in PublicStuff Pro <u>Manage Widgets</u> <input type="checkbox"/> Open each widget to verify proper display and content		30 mins

Week 6

Launch	<input type="checkbox"/>	Send press release and be available for press questions	Lead	Time
	<input type="checkbox"/>	Send launch day messages		
	<input type="checkbox"/>	Monitor support channels for questions / feedback from residents		
	<input type="checkbox"/>	Verify all submitted requests are received by staff and responses are sent.		

(6) Training – Detailed Approach

As noted in our RFP response, our training plan is as follows:

- **System Administrator Training** (takes place within 1-2 weeks of kick-off)
 - This training is typically 60-120 minutes, and emphasizes all aspects of system setup
 - The training is recorded for future review, and admin staff are immediately granted access to our Client Resource Center, which is a repository of tutorials, online videos, and best practice overviews
 - Our dedicated Account Manager will be available thereafter for answering questions as well as providing additional, ad hoc training

- **Staff Training** (takes place within 1-2 weeks prior to go-live)
 - This training is typically 60 minutes, and emphasizes all the tools needed for staff to work in the system
 - Thereafter, PublicStuff holds general trainings each month for all customers, which any City staff can attend (both new hires and current users looking for a refresher)

- **In Summary:**
 - PublicStuff strives to train all users of the system (at all levels) upfront, following a train-the-trainer approach thereafter.
 - This training approach is complemented by ongoing, dedicated Account Management throughout the lifetime of the City's relationship with PublicStuff
 - PublicStuff typically does not offer onsite training, but would be willing to include this service, if desired (at with some additional cost), within the context of a broader contract negotiation



**AGREEMENT FOR PROFESSIONAL SERVICES
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EXHIBIT B

ORDER SCHEDULE

The Order Schedule is more fully described in the Contractor's proposal entitled, "Pro Edition Order Schedule (OS) Confirmation" dated October 21, 2014, which is attached to this Exhibit B.



Pro Edition Order Schedule (OS) Confirmation

General Information

Client Name	City of Santa Clara, CA
Client Contact	Vonna Gissler 408-615-5537
Client Contact Email	vgissler@santaclaraca.gov

Accounts Payable Information

Accounts payable contact will receive invoice via email. Please enter their information below:

AP Contact AP Address	Vonna Gissler City of Santa Clara 1500 Warburton Avenue Santa Clara, CA 95050
AP Contact Email	vgissler@santaclaraca.gov

Agreement Term*

Invoices will be sent out using the term start and end dates below:

Term Start	November 10, 2014
Term End	November 9, 2015

*The City has the option to renew the Order Schedule and Agreement for two additional one-year terms.

PublicStuff, Inc.

214 W 29th Street, Room 205, New York, NY 10001 | email: sales@publicstuff.com | phone: (347) 442-7227

Description of Scope of Services

PublicStuff, Inc. ("Contractor") will provide Client with access to Contractor's citizen engagement & workflow management suite (the "Scope of Services"), which includes the following:

- Custom branded smartphone applications
- Public-facing web portal
- Cloud-based CRM and administrative dashboard

Staff User Accounts	200 included (100 standard, plus 100 additional licenses)
Mobile Application	City branded in-app store application for iOS, Android & Windows phone, with Unlimited widgets. General Blackberry app.
Mapping Features	Google (standard) and ESRI (enhanced)
API Document & Support	Included
Knowledge Base	Included
Dynamic Translation	Included
Reporting	Enhanced reporting with analytics
System Configuration	Remote, account manager assisted
Training	Onsite, account manager assisted
Account Support	Account Management support is available Monday through Friday between 9:00am and 6:00pm EST, excluding holidays.
Marketing Support	At cost**

**During the initial term.

PublicStuff, Inc.

214 W 29th Street, Room 205, New York, NY 10001 | email: sales@publicstuff.com | phone: (347) 442-7227

Products & Pricing Conditions

In no event shall the amount billed to City by Contractor for services under this Agreement exceed twenty-four thousand nine hundred dollars (\$24,900), subject to budget appropriations. The basic service amount shall be seventeen thousand four hundred dollars (\$17,400). Optional items are budgeted for seven thousand five hundred dollars (\$7,500), for a total contracted amount that shall not exceed twenty-four thousand nine hundred dollars (\$24,900).

Order Schedule Pricing

Products & Services	Billing Frequency	Price
PublicStuff Pro	Annual	\$14,900
Lucity Integration	Annual	\$2,000
Active Directory Integration	Annual	\$500
Total Annual Subscription	Annual	\$17,400
Optional Products & Services	Billing Frequency	Price
Accela Integration	Annual	\$2,000
Onsite Training***	As incurred	Waived
Additional Marketing Services****	As incurred	\$4,000
Travel (for Onsite Training)****	As incurred	\$1,500
Total Not to Be Exceeded - Year 1		\$24,900

***For Phase 1, as outlined in Exhibit A, only.

****Amount not to be exceeded, without City Approval.

Miscellaneous Fees/Expenses

Should travel be required for special projects, City will reimburse vendor for all reasonable out-of-pocket expenses incurred (e.g., air travel, accommodation, per-diem etc.). Per-diem will be \$50 per day, which covers food and out-of-pocket expenses. All expenses shall be billed without any markup. City will require approval in advance of vendor's travel. All travel by vendor will be consistent with City's travel policies and original itemized receipts are required for all items. Estimated travel shall not exceed \$1500.00 without City approval.

Where miscellaneous items include consumable or expendable materials such as workbooks, binders, etc., Contractor shall charge the City the actual cost of items purchased with reasonable lowest price procurement methods and receipts are required for all items.

PublicStuff, Inc.

214 W 29th Street, Room 205, New York, NY 10001 | email: sales@publicstuff.com | phone: (347) 442-7227

Payment

Contractor will send Client invoices based on Exhibit F of the associated Agreement. Payments will be due within 45 days of the invoice date. Any changes to the Payment Milestone Schedule outlined in Exhibit F needs to be approved in writing by both parties. Should Contractor not receive payment when due, Contractor reserves the right to discontinue Services upon ten days prior with written notice. Client will be responsible for all costs and expenses (including, without limitation, reasonable attorneys fees) Contractor incurs in collecting late payments not disputed in good faith.

Piggybacking

Client hereby consents to extend to other municipalities the same terms available in this Agreement for use in inter-governmental cooperative purchasing ("Piggybacking"). Notwithstanding the foregoing, the terms of this Order Schedule and Agreement are Confidential Information.

**AGREEMENT FOR PROFESSIONAL SERVICES
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EXHIBIT C

INSURANCE REQUIREMENTS

Without limiting the Consultant's indemnification of the City, and prior to commencing any of the Services required under this Agreement, the Consultant shall purchase and maintain in full force and effect during the period of performance of the Agreement and for twenty-four (24) months following acceptance by the City, at its sole cost and expense, the following insurance policies from insurance companies authorized to do business in the State of California. These policies shall be primary insurance as to the City of Santa Clara so that any other coverage held by the City shall not contribute to any loss under Consultant's insurance. The minimum coverages, provisions and endorsements are as follows:

A. COMMERCIAL GENERAL LIABILITY INSURANCE

1. Commercial General Liability Insurance policy which provides coverage at least as broad as Insurance Services Office form CG 00 01. Policy limits are subject to review, but shall in no event be less than, the following:
 - \$1,000,000 Each Occurrence
 - \$2,000,000 General Aggregate
 - \$2,000,000 Products/Completed Operations Aggregate
 - \$1,000,000 Personal Injury
2. Exact structure and layering of the coverage shall be left to the discretion of Consultant; however, any excess or umbrella policies used to meet the required limits shall be at least as broad as the underlying coverage and shall otherwise follow form.
3. The following provisions shall apply to the Commercial Liability policy as well as any umbrella policy maintained by the Consultant to comply with the insurance requirements of this Agreement:
 - a. Coverage shall be on a "pay on behalf" basis with defense costs payable in addition to policy limits;
 - b. There shall be no cross liability exclusion which precludes coverage for claims or suits by one insured against another; and
 - c. Coverage shall apply separately to each insured against whom a claim is made or a suit is brought, except with respect to the limits of liability.

B. BUSINESS AUTOMOBILE LIABILITY INSURANCE

Business automobile liability insurance policy which provides coverage at least as broad as ISO form CA 00 01 with policy limits a minimum limit of not less than one million dollars (\$1,000,000) each accident using, or providing coverage at least as broad as,

Insurance Services Office form CA 00 01. Liability coverage shall apply to all owned (if any), non-owned and hired autos.

In the event that the Work being performed under this Agreement involves transporting of hazardous or regulated substances, hazardous or regulated wastes and/or hazardous or regulated materials, Consultant and/or its subcontractors involved in such activities shall provide coverage with a limit of one million dollars (\$1,000,000) per accident covering transportation of such materials by the addition to the Business Auto Coverage Policy of Environmental Impairment Endorsement MCS90 or Insurance Services Office endorsement form CA 99 48, which amends the pollution exclusion in the standard Business Automobile Policy to cover pollutants that are in or upon, being transported or towed by, being loaded onto, or being unloaded from a covered auto.

C. WORKERS' COMPENSATION

1. Workers' Compensation Insurance Policy as required by statute and employer's liability with limits of at least one million dollars (\$1,000,000) policy limit Bodily Injury by disease, one million dollars (\$1,000,000) each accident/Bodily Injury and one million dollars (\$1,000,000) each employee Bodily Injury by disease.
2. The indemnification and hold harmless obligations of Consultant included in this Agreement shall not be limited in any way by any limitation on the amount or type of damage, compensation or benefit payable by or for Contractor or any subcontractor under any Workers' Compensation Act(s), Disability Benefits Act(s) or other employee benefits act(s).
3. This policy must include a Waiver of Subrogation in favor of the City of Santa Clara, its City Council, commissions, officers, employees, volunteers and agents.

D. PROFESSIONAL LIABILITY

Professional Liability or Errors and Omissions Insurance as appropriate shall be written on a policy form coverage specifically designed to protect against negligent acts, errors or omissions of the Consultant. Covered services as designated in the policy must specifically include work performed under this agreement. Coverage shall be in an amount of not less than one million dollars (\$1,000,000) per occurrence or two million dollars (\$2,000,000) aggregate. Any coverage containing a deductible or self-retention must first be approved in writing by the City Attorney's Office.

E. COMPLIANCE WITH REQUIREMENTS

All of the following clauses and/or endorsements, or similar provisions, must be part of each commercial general liability policy, and each umbrella or excess policy.

1. Additional Insureds. City of Santa Clara, its City Council, commissions, officers, employees, volunteers and agents are hereby added as additional insureds in respect to liability arising out of Consultant's work for City, using Insurance Services Office (ISO) Endorsement CG 20 10 11 85, or the combination of CG 20 10 03 97 and CG 20 37 10 01, or its equivalent.
2. Primary and non-contributing. Each insurance policy provided by Consultant shall contain language or be endorsed to contain wording making it primary insurance as respects to, and not requiring contribution from, any other insurance which the indemnities may possess, including any self-insurance or self-insured retention they may have. Any other insurance indemnities may possess shall be considered excess insurance only and shall not be called upon to contribute with Consultant's insurance.
3. Cancellation.
 - a. Each insurance policy shall contain language or be endorsed to reflect that no cancellation or modification of the coverage provided due to non-payment of premiums shall be effective until written notice has been given to City at least ten (10) days prior to the effective date of such modification or cancellation. In the event of non-renewal, written notice shall be given at least ten (10) days prior to the effective date of non-renewal.
 - b. Each insurance policy shall contain language or be endorsed to reflect that no cancellation or modification of the coverage provided for any cause save and except non-payment of premiums shall be effective until written notice has been given to City at least thirty (30) days prior to the effective date of such modification or cancellation. In the event of non-renewal, written notice shall be given at least thirty (30) days prior to the effective date of non-renewal.
4. Other Endorsements. Other endorsements may be required for policies other than the commercial general liability policy if specified in the description of required insurance set forth in Sections A through E of this Exhibit C, above.

F. ADDITIONAL INSURANCE RELATED PROVISIONS

Consultant and City agree as follows:

1. Consultant agrees to ensure that subcontractors, and any other party involved with the Services, who is brought onto or involved in the performance of the Services

Telephone number: 951-766-2280
Fax number: 770-325-0409
Email address: ctsantaclara@ebix.com

I. QUALIFYING INSURERS

All of the insurance companies providing insurance for Consultant shall have, and provide written proof of, an A. M. Best rating of at least A minus 6 (A- VI) or shall be an insurance company of equal financial stability that is approved by the City or its insurance compliance representatives.

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**AGREEMENT FOR PROFESSIONAL SERVICES
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EXHIBIT D

**ETHICAL STANDARDS FOR CONTRACTORS SEEKING TO ENTER INTO AN
AGREEMENT WITH THE CITY OF SANTA CLARA, CALIFORNIA**

Termination of Agreement for Certain Acts.

- A. The City may, at its sole discretion, terminate this Agreement in the event any one or more of the following occurs:
1. If a Contractor¹ does any of the following:
 - a. Is convicted of operating a business in violation of any Federal, State or local law or regulation;
 - b. Is convicted² of a crime punishable as a felony involving dishonesty³;
 - c. Is convicted of an offense involving dishonesty or is convicted of fraud or a criminal offense in connection with: (1) obtaining; (2) attempting to obtain; or, (3) performing a public contract or subcontract;
 - d. Is convicted of any offense which indicates a lack of business integrity or business honesty which seriously and directly affects the present responsibility of a City contractor or subcontractor; and/or,
 - e. Made (or makes) any false statement(s) or representation(s) with respect to this Agreement.
 2. If fraudulent, criminal or other seriously improper conduct of any officer, director, shareholder, partner, employee or other individual associated with the Contractor

¹ For purposes of this Agreement, the word "Consultant" (whether a person or a legal entity) also refers to "Contractor" and means any of the following: an owner or co-owner of a sole proprietorship; a person who controls or who has the power to control a business entity; a general partner of a partnership; a principal in a joint venture; or a primary corporate stockholder [i.e., a person who owns more than ten percent (10%) of the outstanding stock of a corporation] and who is active in the day to day operations of that corporation.

² For purposes of this Agreement, the words "convicted" or "conviction" mean a judgment or conviction of a criminal offense by any court of competent jurisdiction, whether entered upon a verdict or a plea, and includes a conviction entered upon a plea of nolo contendere within the past five (5) years.

³ As used herein, "dishonesty" includes, but is not limited to, embezzlement, theft, forgery, bribery, falsification or destruction of records, making false statements, failure to pay tax obligations, receiving stolen property, collusion or conspiracy.

can be imputed to the Contractor when the conduct occurred in connection with the individual's performance of duties for or on behalf of the Contractor, with the Contractor's knowledge, approval or acquiescence, the Contractor's acceptance of the benefits derived from the conduct shall be evidence of such knowledge, approval or acquiescence.

- B. The City may also terminate this Agreement in the event any one or more of the following occurs:
1. The City determines that Contractor no longer has the financial capability⁴ or business experience⁵ to perform the terms of, or operate under, this Agreement; or,
 2. If City determines that the Contractor fails to submit information, or submits false information, which is required to perform or be awarded a contract with City, including, but not limited to, Contractor's failure to maintain a required State issued license, failure to obtain a City business license (if applicable) or failure to purchase and maintain bonds and/or insurance policies required under this Agreement.
- C. In the event a prospective Contractor (or bidder) is ruled ineligible (debarred) to participate in a contract award process or a contract is terminated pursuant to these provisions, Contractor may appeal the City's action to the City Council by filing a written request with the City Clerk within ten (10) days of the notice given by City to have the matter heard. The matter will be heard within thirty (30) days of the filing of the appeal request with the City Clerk. The Contractor will have the burden of proof on the appeal. The Contractor shall have the opportunity to present evidence, both oral and documentary, and argument.

⁴ Contractor becomes insolvent, transfers assets in fraud of creditors, makes an assignment for the benefit of creditors, files a petition under any section or chapter of the federal Bankruptcy Code (11 U.S.C.), as amended, or under any similar law or statute of the United States or any state thereof, is adjudged bankrupt or insolvent in proceedings under such laws, or a receiver or trustee is appointed for all or substantially all of the assets of Contractor.

⁵ Loss of personnel deemed essential by the City for the successful performance of the obligations of the Contractor to the City.

**AGREEMENT FOR PROFESSIONAL SERVICES
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EXHIBIT E

AFFIDAVIT OF COMPLIANCE WITH ETHICAL STANDARDS

I hereby state that I have read and understand the language, entitled "Ethical Standards" set forth in Exhibit D. I have the authority to make these representations on my own behalf or on behalf of the legal entity identified herein. I have examined appropriate business records, and I have made appropriate inquiry of those individuals potentially included within the definition of "Contractor" contained in Ethical Standards at footnote 1.

Based on my review of the appropriate documents and my good-faith review of the necessary inquiry responses, I hereby state that neither the business entity nor any individual(s) belonging to said "Contractor" category [i.e., owner or co-owner of a sole proprietorship, general partner, person who controls or has power to control a business entity, etc.] has been convicted of any one or more of the crimes identified in the Ethical Standards within the past five (5) years.

The above assertions are true and correct and are made under penalty of perjury under the laws of the State of California.

PUBLICSTUFF, INC.
a Delaware corporation

By: 
Signature of Authorized Person or Representative

Name: Vincent Polidoro

Title: CTO

NOTARY'S ACKNOWLEDGMENT TO BE ATTACHED

Please execute the affidavit and attach a notary public's acknowledgment of execution of the affidavit by the signatory. If the affidavit is on behalf of a corporation, partnership, or other legal entity, the entity's complete legal name and the title of the person signing on behalf of the legal entity shall appear above. Written evidence of the authority of the person executing this affidavit on behalf of a corporation, partnership, joint venture, or any other legal entity, other than a sole proprietorship, shall be attached.

**NEW YORK 'ALL-PURPOSE' ACKNOWLEDGMENT
REAL PROPERTY LAW §309-a**

State of New York
County of New York } ss.

On the 23rd day of October in the year 2014 before me,
Day Month Year

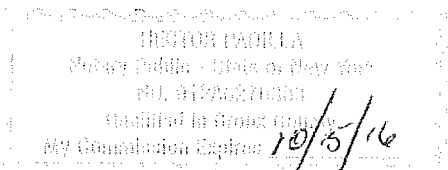
the undersigned personally appeared Vincent Polidoro
Name of Signer

(and _____,) personally known to me or
Name of Additional Signer, if Any

proved to me on the basis of satisfactory evidence to be the individual(s) whose name(s) is (are) subscribed to the within instrument and acknowledged to me that he/she/they executed the same in his/her/their capacity(ies), and that by his/her/their signature(s) on the instrument, the individual(s), or the person upon behalf of which the individual(s) acted, executed the instrument.

Hector Padilla
Signature of Notary Public
Notary Public — State of New York

Place Seal Below OR Complete Lines Below



Hector Padilla
Name of Notary
New York
Name of County in Which Originally Qualified
10/15/16
Commission Expiration Date
Name of County in Which Certificate of Official Character Filed (if required)

OPTIONAL

Though this section is optional, completing this information can deter alteration of the document or fraudulent reattachment of this form to an unintended document.

Description of Attached Document

Title or Type of Document: _____

Document Date: _____ Number of Pages: _____

Signer(s) Other Than Named Above: _____

**AGREEMENT FOR PROFESSIONAL SERVICES
BY AND BETWEEN THE
CITY OF SANTA CLARA, CALIFORNIA
AND
PUBLICSTUFF, INC**

EXHIBIT F

MILESTONE SCHEDULE

DATE	WORK DELIVERABLE	PAYMENT MILESTONE
Week 1	Kick-Off – Coordinate and lead kick-off meeting Review Timeline	
Week 2 - 3	Administrator Training – Administrator product training Data Setup – Determine service request types, users, departments, workflows, and widgets	
	Custom Branding & Mobile – Contractor to build branded mobile applications with staff-provided graphics built to specifications	
	Marketing – Marketing and promotion of new application to residents	
Week 2 - 4	Integration with Active Directory and Lucity – Discuss, plan, build, and test integrations Integration to City Website	
Week 2-5	Testing and Modification – Test and iterate on the system	
Week 5	Staff Training – Train staff users in one onsite Contractor visit	
	Milestone 1 Deliverable: User Acceptance Test completed and signed off	\$8,700
Week 6	Internal Soft Launch – Use of system internally and modify system configuration, based on feedback	
Week 6-12	Marketing and Launch – Prepare marketing and launch plan	
Week 6-12	Launch – Prepare marketing and launch plan	
Week 6-12	Post Production Support	
6 months (180 days)	Milestone 2 – Final Acceptance Deliverable: Product acceptance completed and signed off	\$8,700

Should the City elect to delay the completion of any work deliverable and not reach a given milestone, due to no fault of the Contractor, the payment milestone shall be considered reached and payment due upon 45 days of the scheduled milestone date.



Agenda Report

24-339

Agenda Date: 4/23/2024

REPORT TO COUNCIL

SUBJECT

Action on Authorizing the Use of City Electric Forces for a Project Located at 80 Saratoga Avenue

COUNCIL PILLAR

Deliver and Enhance High Quality Efficient Services and Infrastructure

BACKGROUND

Section 1310 of the Santa Clara City Charter (Contracts on Public Works) states “that every contract involving an expenditure of more than one thousand dollars (\$1,000) for the construction or improvement (excluding maintenance and repair) of public buildings, works, streets, drains, sewers, utilities, parks and playgrounds shall be let to the lowest responsible bidder.” The section further states that “the City Council may declare and determine that, in its opinion, the work in question may be performed better or more economically by the City with its own employees, and after the adoption of a resolution to this effect by at least four affirmative votes, it may proceed to have said work done in the manner stated, without further observance of the provisions of this section.”

DISCUSSION

Staff believes that the work described below is better performed with City forces based upon the following factors: (1) the work is limited in size and scope; (2) City forces have knowledge and training in operating and maintaining the electric system that can be leveraged to more economically perform this work; and (3) bidding out the work and contracting with a private entity would not likely result in a lower overall cost or time savings. Therefore, staff recommends that the City Council declare and determine that City forces can better perform the installation of the following electric facilities and approve the use of City forces.

Estimate Number:	<u>38871</u>
Location:	80 Saratoga Avenue
Type of Service:	Temporary Power
Description of Work:	Remove 2 padmount transformers and ±400' high voltage conductor. Install 1 padmount transformer and 1 service meter.
Estimated Cost:	\$28,783
Appropriation:	Electric Utility Capital Fund (591) Project 2005 - New Business Estimate Work
Source of Revenue:	Customer/Developer Contribution

ENVIRONMENTAL REVIEW

Staff recommends that the City Council determine that the action being considered is exempt from the California Environmental Quality Act (“CEQA”) pursuant to the section 15303 (Class 3 - New Construction or Conversion of Small Structures) of Title 14 of the California Code of Regulations as

the proposed work involves the construction or installation of a limited number of small electric utility facilities.

FISCAL IMPACT

The funds to support the staff time for work performed by SVP and related construction materials for the work detailed in this report are included in the FY 2023/24 Adopted CIP Budget, \$28,783 in the New Business Estimate Work project in the Electric Utility Capital Fund. All referenced work will be performed with City Silicon Valley Power staff. Some work associated with encroachment permits may be performed by the Department of Public Works (DPW). DPW costs are recovered through payment of permit fees.

COORDINATION

This report has been coordinated with the Finance Department and City Attorney's Office.

PUBLIC CONTACT

Public contact was made by posting the Council agenda on the City's official-notice bulletin board outside City Hall Council Chambers. A complete agenda packet is available on the City's website and in the City Clerk's Office at least 72 hours prior to a Regular Meeting and 24 hours prior to a Special Meeting. A hard copy of any agenda report may be requested by contacting the City Clerk's Office at (408) 615-2220, email clerk@santaclaraca.gov <<mailto:clerk@santaclaraca.gov>> or at the public information desk at any City of Santa Clara public library.

RECOMMENDATION

1. Determine the proposed action is exempt from CEQA pursuant to Section 15303 (Class 3 - New Construction or Conversion of Small Structures) of Title 14 of the California Code of Regulations; and
2. Declare and determine in accordance with Section 1310 of the City Charter that the public work located at 80 Saratoga Avenue are better performed by the City with its own employees based on the information set forth in this Report to Council and authorize the performance of this public work consistent with this authorization.

Reviewed by: Manuel Pineda, Chief Electric Utility Officer

Approved by: Jovan D. Grogan, City Manager



Agenda Report

24-227

Agenda Date: 4/23/2024

REPORT TO COUNCIL

SUBJECT

Informational Report on 2024 Q1 Legislative Updates

COUNCIL PILLAR

Enhance Community Engagement and Transparency

BACKGROUND

On October 9, 2018, the City Council adopted Resolution No. 18-8611 to approve a Legislative Advocacy Position (LAP) Policy. The LAP Policy establishes guidelines for advancing City goals and positions through legislative review and advocacy at the regional, state, and federal levels of government. The policy also provides guidance for City officials who serve on regional, State, and national boards, committees, and commissions when they are asked to review public policy matters and issues.

The Council is required to annually adopt or update LAPs at the beginning of the calendar year to identify specific legislative priorities outside of the LAP Policy's legislative guiding principles. On December 12, 2023, the City Council adopted eleven (11) LAPs that had been updated for 2024 on the following key issues:

- Broadband, Cable Services, and Wireless Facilities
- Community Services
- Emergency Management
- Energy Legislation, Regulations and Issues
- Housing
- Human Resources and Public Sector Employment
- Public Safety (Further Amended on July 11, 2023)
- Regional Issues and Collaboration
- Sustainability and Environmental Protection
- Transportation Issues
- Water Supply and Conservation

The LAP Policy includes the following procedures that streamline the City's legislative review and advocacy process:

- If the City Council has previously adopted a policy directly relevant to the legislation or the proposed legislation is generally consistent with the City's overall guiding principles for legislative advocacy or LAP, the Mayor or City Manager may sign a letter supporting or opposing legislation on behalf of the City.

- In order to keep the City Council informed of all City communications on legislation, copies of the letter or summary of actions will be distributed to the City Council as information items in the Council Meeting Agendas.
- Staff will provide and/or coordinate quarterly legislative updates on public policy items of interest to the City Council and departments.

In coordination with staff, the City's legislative advocacy consultant, Townsend Public Affairs, Inc. (Townsend), tracks and monitors legislation and advocates the City's position on various legislation at the State and federal levels of government. This report provides an update on such efforts.

DISCUSSION

A 2024 Q1 Legislative Update prepared by Townsend summarizes key State and federal updates that have occurred recently (Attachment 1). Townsend has also provided a 2024 Q1 Legislative Bill Matrix that outlines key State legislation that staff and Townsend are tracking (Attachment 2). The bills are grouped under their respective LAP and a summary has been provided for each bill.

City action on legislative items for the quarter is documented in the 2024 Q1 Legislative Action Summary (Attachment 3), along with copies of legislative letters, in accordance with the LAP Policy requirement to provide copies of the letters or a summary of actions to Council.

ENVIRONMENTAL REVIEW

The action being considered does not constitute a "project" within the meaning of the California Environmental Quality Act ("CEQA") pursuant to CEQA Guidelines section 15378(b)(5) in that it is a governmental organizational or administrative activity that will not result in direct or indirect changes in the environment.

FISCAL IMPACT

The City has an existing agreement with Townsend Public Affairs for state and federal legislative advocacy services. Townsend's services which are described in this report is included in the consultant's monthly service fee.

COORDINATION

This report has been coordinated with Townsend Public Affairs and the City Attorney's Office.

PUBLIC CONTACT

Public contact was made by posting the Council agenda on the City's official-notice bulletin board outside City Hall Council Chambers. A complete agenda packet is available on the City's website and in the City Clerk's Office at least 72 hours prior to a Regular Meeting and 24 hours prior to a Special Meeting. A hard copy of any agenda report may be requested by contacting the City Clerk's Office at (408) 615-2220, email clerk@santaclaraca.gov <<mailto:clerk@santaclaraca.gov>> or at the public information desk at any City of Santa Clara public library.

RECOMMENDATION

1. Note and file the informational report on 2024 Q1 legislative updates.

Prepared by: Christine Jung, Assistant to the City Manager

Approved by: Jovan D. Grogan, City Manager

ATTACHMENTS

1. 2024 Q1 Legislative Update by Townsend
2. 2024 Q1 Legislative Bill Matrix
3. 2024 Q1 Legislative Action Summary

MEMORANDUM

To: City of Santa Clara

From: Townsend Public Affairs
Casey Elliott, Vice President

Date: April 23, 2024

Subject: Quarterly Legislative Update

The month of March continued with the Legislature's quick pace of considering and amending legislation to ensure bills progressed through their House of Origin. In addition to the growing momentum of legislative progress within the Legislature, March featured numerous developments related to addressing priority issues such as retail theft, affordability in the utility sector, and broadband infrastructure.

March 5, 2024 marked the State's Primary Election, California's top-two system advances the top two candidates of a race, regardless of political identification, to the November 2024 General Election in statewide and congressional races. Additionally, the March Primary Election saw the passage of Proposition 1, the \$6.38 Billion Mental Health Bond.

March featured numerous policy committees and robust agendas for bill considerations. This pace will continue through April and May before bills must cross over to their second house by the May 24th House of Origin deadline. Looking forward, the Legislature will shift its focus once again to the budget process in May, with the release of the Governor's "May Revision" of the January budget proposal, followed by the constitutional deadline of June 15th by which the Legislature must approve a budget bill.

[Senate President pro Tempore and Bipartisan Senate Coalition Announce Legislation for a Safer California](#)

In late February, Senate President pro Tempore Mike McGuire, and a bipartisan coalition of Senate members, announced a legislative package aimed a Safer California. The plan, titled Working Together for a Safer California, addresses the fentanyl crisis and retail and community-based crime. The plan, consisting of 14 legislative measures, encompasses strategies such as enhancing access to treatment, providing rehabilitative services for individuals already involved in the criminal justice system, preventing the trafficking of hazardous new substances, and tackling and discouraging incidents of retail theft and community-based crimes. Key measures from the package, many of which have been recently amended from spot language form in March, are listed below.

[Retail Theft and Community-Based Crime](#)

- **[SB 905 \(Wiener\)](#)** Removes the current locked door loophole for automotive property thefts.
- **[SB 982 \(Wahab\)](#)** Makes the current law on organized retail theft, set to expire on January 1, 2026, permanent.

- [SB 1144 \(Skinner\)](#) Requires third-party sellers on an online marketplace to be certified, and bans sellers suspected of criminal activity from operating through online marketplace platforms.
- [SB 1242 \(Min\)](#) Requires courts to impose higher penalties on criminals who create fires to engage in retail theft, which do not impact Proposition 47.
- [SB 1416 \(Newman\)](#) Increases penalties on professional organized retail theft in particularly significant large-scale resale schemes.

Fentanyl Crisis and Substance Use Treatment Measures

- [SB 910 \(Umberg\)](#) Establishes statewide standards used by collaborative courts to improve programming, drug testing, and medication-assisted treatment for individuals moving through the criminal justice system.
- [SB 1385 \(Roth\)](#) Supports navigators in hospital emergency departments and in the criminal justice system to ensure patients and justice-involved individuals are connected to evidence-based treatment for opioid use disorder and to ongoing treatment services.
- [SB 1437 \(Skinner\)](#) Expands the number of re-entry hubs to provide more warm hand-offs and treatment options to individuals returning home from the criminal justice system.
- [SB 1468 \(Ochoa Bogh\)](#) Encourages providers to make use of the new federal Drug Enforcement Agency (DEA) rule to allow practitioners to dispense a three-day supply of narcotic medication to start detoxification treatment or maintenance treatment for people who use opioids.
- [SB 1502 \(Ashby\)](#) Prevents illicit use and trafficking of Xylazine (aka “tranq”), an animal tranquilizer with no approved human use that is increasingly being found in the illicit drug supply.

Senate Releases Early Action Plan

On March 14th, the Senate released its [budget priorities](#) document, which overviews their proposed amendments to the Governor’s January budget proposal. The priority document has been titled “Protect our Progress,” and serves as an important benchmark for the negotiations between the Governor’s Administration, the Assembly, and the Senate on how each stakeholder would like to see the State’s spending plan for the fiscal year implemented. Since the release of the Governor’s January Budget proposal, which outlined a \$38 billion projected shortfall, the Legislative Analyst Office (LAO) has reported the problem could grow by an additional \$15 billion, which would take the shortfall to \$53 billion. The May Revision of the January Budget Proposal which will incorporate April tax receipts and revenue returns data will provide a more precise number, which could range from lower than \$38 billion to higher than \$53 billion.

The Senate report suggests that the Legislature could enhance the management of the shortfall by promptly implementing several billion dollars' worth of proposed solutions. To be precise, the adoption of \$17.1 billion in solutions, aligned with the Governor's proposal for a partial utilization of the Rainy-Day Fund, constitutes Step 1 of the Senate's Protect Our Progress 2024 budget plan, achieving the following objectives:

- “Shrinks the Shortfall” from a projected \$38-\$53 billion to a more manageable \$9-24 billion.
- Positions the Legislature and the Governor to best protect progress by maximizing the time and energy spent focusing on the most challenging solutions to close the remaining budget shortfall during the critical time leading up to the June 15 constitutional deadline for the Legislature to pass the Budget Bill.

Notably, the Senate proposes to approve a number of the Governor’s proposed funding deferrals, shifts, and delays. This includes the proposed \$260 million delay of Supplemental HHAP Round 5 funding, which is directed to local government for homelessness programs and services.

The Senate proposal does not address the Governor’s proposed spending reductions for core programs such as the Regional Early Action Planning (REAP) grant program and the Active Transportation Program (ATP), which provide critical dollars to local governments for housing production and transportation network infrastructure and planning. The lack of information on these programs suggests the negotiation process is still underway between both houses of the Legislature.

On March 20th, Governor Newsom announced that he and Senate Pro Tem McGuire had agreed on early budget actions that could be taken by the Legislature to help close the current budget shortfall. No official language was released with the announcement, as it is unclear if the Assembly will be supportive of the agreement; however, the compromise is anticipated to reduce the projected budget shortfall by \$12-\$18 billion.

March Presidential Primary Election Update

On March 5th, millions of Californians cast their ballot in the State’s Primary Election. Over 7.7 million ballots were cast in presidential, congressional, legislative, and local races across the State, which represents a voter turnout of just over 34%.

While the race that garnered the most attention was that of President, by time Californians cast their ballots it was clear that the General Election would feature a rematch between President Biden and former President Trump. As such, much of the focus turned to the races to fill California’s Senate seat currently occupied by Senator Butler, the state’s lone ballot initiative, and various legislative races across the state.

As it pertains to the US Senate seat, what was perceived to be a four-candidate race to fill Senator Butler’s seat ended up being a close race between two candidates. As of March 19th, Congressman Adam Schiff is the top vote getter with 31.7%, barely edging out Republican Steve Garvey by less than 5,000 votes. Congress Member Katie Porter trailed the two candidates in third with 15.3% and Congress Member Barbara Lee is in fourth with 9.6%. Schiff and Garvey will advance to the November General Election, where Congressman Schiff will be a strong favorite to secure the Senate seat.

Proposition 1 was the only statewide initiative for voter consideration in the March Primary Election. During the 2023 Legislative Session, the Legislature approved AB 531 (Irwin) and SB 326 (Eggman) which comprised a package of reforms to the State’s behavioral health care continuum. Specifically, AB 531 authorized \$6.38 billion in general obligation bonds to finance permanent supportive housing and behavioral health treatment settings for individuals experiencing homelessness and behavioral health challenges.

Given the field had been cleared for Proposition 1, and it did not have a well-financed opposition campaign, it was assumed that the measure would have an easy path to victory with Governor Newsom serving as the measure's primary spokesman. However, as of March 19th, the results are too close to call, as the Proposition 1 vote is currently at 50.1% 'yes', and 49.9 'no'. The 'yes' side is currently leading by less than 20,000 votes with over 200,000 votes still yet to be counted. Pending the final tally, it is possible that the supporters, or opponents, could request a targeted recount of ballots if they feel there is a possibility that it could result in a change in the outcome.

Lastly, the March Primary Election saw 100 legislative seats, as well as all of California's seats in the House, up for consideration. In each of these races, the top two vote getters will advance to November to determine who will next represent each legislative or congressional district. The 2024 election is an important one in Congress and the Legislature, as there are a large number of incumbent lawmakers that are either termed out (state legislature), retiring, or otherwise did not opt to run for re-election.

Affordability Concerns in the Electric Utility Sector: Assembly Utility and Energy Committee Oversight Hearing

On March 6th the Assembly Utilities and Energy Committee held an oversight hearing regarding affordability concerns in the electric utility sector, current cost drivers, and implications of future trends. The Committee, Chaired by Assembly Member Cottie Petrie-Norris, heard from panelists, discussed and addressed concerns related to the increasing costs of electricity, and explored solutions to make electricity services more cost-effective and affordable. The hearing focused on understanding the contributing factors to high electricity rates and gathering information from various stakeholders to mitigate the burden on ratepayers and concluded with public comment. Additionally, the oversight hearing also served as the mandatory annual legislative update of the Public Utilities Commission and Public Advocate's Office.

Panelists that discussed current costs drivers included President Alice Reynolds, California Public Utilities Commission (CPUC); Deputy Director of Energy Linda Serizawa, California Public Advocates Office; and Grant Parks, California State Auditor. Panelists that discussed future trends and opportunities included Michael Wara, Director of the Climate and Energy Policy Program and Senior Director for Policy of the Sustainability Accelerator, Stanford University; Adam Pierce, Vice President, Energy Procurement and Rates, San Diego Gas & Electric; Matthew Freedman, Staff Attorney, The Utility Reform Network; Stephanie Doyle, California State Affairs Director, Solar Energy Industries Association.

The panelists discussed the factors contributing to escalating rates such as wildfire mitigation costs, distribution costs, and the shift to clean energy, as well as potential solutions, including improving wildfire spending, reducing cross subsidies for rooftop solar customers, and reevaluating the financing of the clean energy transition. The challenges of affordability and the need for transparency and communication with the public were also discussed by panelists. Possible proposals to lower high energy rates to consumers includes income-graduated fixed charges, external funding sources, alternative financing options, and low-income customer bill relief. The need to balance affordability with the transition to clean energy sources was emphasized.

Committee Members echoed concerns of the increasing costs of electricity rates and the impact on affordability, the need for transparency and communication from the CPUC and the Public Advocates Office. They discussed the need to address cost drivers and reduce cross subsidies

for rooftop solar customers, the importance of strategic spending of funds from the Greenhouse Gas Reduction Fund, the need to consider alternative financing models for the clean energy transition, and the importance of holding utilities accountable to their budgets. Committee Members also discussed the need for information and resources to help consumers understand rate increases. Other concerns include the impact of fixed charges on low-income customers, the affordability of rates for customers in hot inland areas, and the need for income graduated fixed charges. Additionally, concerns were raised about the cost-effectiveness of solutions, the impact of long-distance transmission lines on costs, the lack of federal funding for rooftop solar subsidies, the evaluation and elimination of non-cost-effective programs, and the potential negative effects of a utility tax on working-class residents.

CPUC Receives Resistance to Increasing Energy Fees from Member of Congress

On March 25th, seventeen Congressional Members of the California Delegation sent a letter to the California Public Utilities Commission (CPUC) to avoid imposing a high monthly fee on electricity customers. They expressed concern that a high fixed charge could undercut investments in renewable energy and energy efficiency that Congress intended to encourage with the Inflation Reduction Act. Additionally, they are further concerned that a high fixed charge could increase the electricity bills of millions of Californians, especially those who live in small homes, condos and apartments, and such setbacks could harm our progress on federal and state clean energy, climate, and equity goals.

The Members of Congress who signed the letter didn't outright oppose a fixed charge but said the CPUC should avoid a "high" charge. The CPUC proposal has been a hot topic issue as Legislators are driven by growing concerns from constituents regarding utility bills, as PG&E prices have surged by up to 127% over the past ten years.

To halt the fixed charge proposal, Assembly Member Irwin introduced [Assembly Bill 1999](#) which would repeal the income-graduated utility rate charge structure for residents serviced by investor-owned utilities (IOUS). Additionally, the measure would instead reinstate the CPUC's maximum fixed rates of \$10 per residential customer account per month for customers not enrolled in the California Alternate Rates for Energy (CARE) program and \$5 per residential customer account per month for customers enrolled in the CARE program.

LAO Releases Report on Broadband Infrastructure

In March, the Legislative Analyst's Office (LAO) released [an overview](#) and recommendations of the 2024-25 budget for broadband infrastructure in California. The Governor's January Proposed Budget requests a net total of \$750 million General Fund in 2024-25 for state broadband infrastructure programs and projects—\$500 million in planned appropriations and \$250 million in new appropriations. The \$500 million in planned appropriations is net of a proposed \$100 million delay and \$150 million reduction in otherwise planned appropriations for 2024-25.

The LAO expressed the importance of Legislative oversight in broadband infrastructure implementation which ensures accountability, maximizes impact, addresses budgetary concerns, and promotes equity and access. Additionally, ensuring that underserved communities have equitable access to broadband infrastructure.

The LAO also recommendations to the Legislature include the following:

- Approve the \$250 million General Fund included in the California Department of Technology's (CDT's) operating budget in 2024-25 for the middle-mile network.
- Reject the additional \$1.5 billion General Fund proposed in the Governor's budget, as well as the proposed budget bill language.

Consider additional Budget solutions such as reduction in appropriations for last-mile project grants (given the availability in 2024-25 of \$1.86 billion in federal Broadband Equity, Access, and Deployment program funding), as well as additional reductions of up to \$500 million General Fund in Loan Loss Reserve Fund (LLRF) support.

Legislative Calendar

The Legislature has begun the second year of the 2023-24 Legislative Session. As of the bill introduction deadline of February 16th, the Legislature introduced over 2,100 new bills for consideration, in addition to the two-year bills that remain eligible for consideration.

Below are the upcoming relevant dates for the Legislature:

- April 26th** – Deadline for House-of-Origin policy committees to approve fiscal bills
- May 3rd** – Deadline for House-of-Origin policy committees to approve non-fiscal bills
- May 17th** – Deadline for House-of-Origin fiscal committees to send bills to the Floor
- May 24th** – Deadline for bills to pass out of their House-of-Origin
- June 15th** – Deadline for the Legislature to approve a budget bill

Priority Legislation

The State Legislature returned from interim recess in January to begin the second year of the 2023-24 legislative session. As it is the second year of a two-year session, those bills that did not progress in the previous session and were marked as "2-Year Bills" had the opportunity to progress at the behest of their authors until the end of January. Additionally, legislators had until February 16th to introduce new bills. Ultimately, the Legislature introduced 2,124 new bills prior to the deadline; 1,505 Assembly Bills, and 619 Senate Bills.

Notable introductions include the following:

Housing and Land Use

- [AB 1889 \(Friedman\)](#) requires local governments to incorporate a wildlife connectivity plan into the next update or amendment to its general plan beginning after January 1, 2025
- [AB 2583 \(Berman\)](#) requires local governments to identify and establish school routes for all schools located within the scope of the general plan and establish a posted speed limit no more than 25 miles per hour within a school route beginning 2025 and within every amendment or update to the general plan thereafter.
- [AB 3057 \(Wilson\)](#) exempts from CEQA the adoption of an ordinance by a city or county to provide for the creation of JADU in single-family residential zones.
- [AB 3068 \(Haney\)](#) deems an adaptive reuse project a use by right in all zones, so long as it conforms to affordable housing minimums and other requirements.

Homelessness

- [SB 1011 \(Jones\)](#) prohibits unhoused individuals from loitering on public property, so long as peace officers provide them with 72 hours of notice and resources related to available services and housing.
- [SB 1361 \(Blakespear\)](#) exempts from CEQA's requirements actions taken by a local agency to approve a contract for providing services related to homelessness.

Public Safety

- [AB 2309 \(Muratsuchi\)](#) authorizes the city attorney of any general law city or chartered city to prosecute any misdemeanor committed within the city arising out of violation of state law without the consent of the district attorney.
- [AB 3085 \(Gipson\)](#) increases punishments for various offenses related to driving a vehicle recklessly or participating in a speed contest, particularly those that occur during a sideshow event.
- [SB 905 \(Wiener\)](#) clarifies that the victim of a car burglary does not need to prove that their vehicle was locked to press charges, thus strengthening prosecution resources.
- [SB 982 \(Wahab\)](#) makes permanent the current law that is in effect until January 1, 2026, which makes a person guilty of organized retail theft, punishable as a misdemeanor or a felony.

Public Works

- [AB 2346 \(Lee\)](#) authorizes local jurisdictions to be credited for the procurement of recovered organic waste products through an agreement with a direct service provider and would allow the direct service provider agreement to include the procurement of recovered organic waste products on a prospective or retrospective basis as long as the purchase of those products occurs during the year for which the local jurisdiction seeks credit. The bill also allows local governments to count investments made for the expansion of capacity of compostable materials into their procurement targets.
- [AB 2619 \(Connolly\)](#) repeals the CPUC net energy metering 3.0 (NEM 3.0) ruling that cut incentives for customers to install solar and would restore the previous net energy metering incentives/market.

Revenue and Taxation

- [AB 2430 \(Alvarez\)](#) prohibits local governments from charging monitoring fees on developments that include a 100% affordability component for lower income households and have received a density bonus. Additionally, the bill phases out all monitoring fees on existing properties that meet these standards beginning 2025.
- [AB 2553 \(Friedman\)](#) revises zoning standards by which a local government may impose a vehicular traffic impact fee from a "transit station" to a "major transit stop," thus narrowing the applicability of sites eligible for the imposition of those fees. The bill further modifies the definition of what constitutes a major transit stop to increase the frequency of service intervals from 15 to 20 minutes.

- [AB 2813 \(Aguiar-Curry\)](#) makes statutory changes to ACA 1 which will appear on the November 2024 ballot to lower the voter threshold for the passage of general obligation bonds from 2/3 to 55%. This bill modifies the allowable uses of funds generated via bonds to include affordable housing programs. Further, the bill specifies that special taxes are limited to a useful life of at least 15 years or 5 years if the funds are used for public safety purposes. The bill also specifies that a local government may commit revenues to projects or programs administered by nonprofit organizations for affordable or permanent supportive housing programs.

Transportation

- [AB 2427 \(McCarty\)](#) requires GO-Biz to develop a model permitting checklist, model zoning ordinances, and best practices for permit costs and permit review timelines to help local governments permit curbside charging stations as part of the office's development of the Electric Vehicle Charging Station Permitting Guidebook or any subsequent updates.
- [AB 2626 \(Dixon\)](#) extends the compliance dates for local government set forth in the Advanced Clean Fleets Regulation by 10 years.
- [AB 2744 \(McCarty\)](#) prohibits the addition of a right-turn or travel lane within 20 feet of a marked or unmarked crosswalk where there is not already a dedicated and marked right-turn or travel lane, and would prohibit vehicles from using this 20-foot area for right turns unless the area is already marked as a dedicated right-turn lane before January 1, 2025.
- [SB 1216 \(Blakespear\)](#) prohibits, on and after January 1, 2025, an agency responsible for the development or operation of bikeways or highways where bicycle travel is permitted from installing a Class III bikeway or restriping a Class III bikeway on a highway that has a posted speed limit greater than 30 miles per hour.

FEDERAL LEGISLATIVE UPDATES

FY2024 Appropriations Complete

President Biden signed the Consolidated Appropriations Act ([H.R. 4366](#)) and the Further Consolidated Appropriations Act ([H.R. 2882](#)), ending the FY2024 appropriations process five months into the fiscal year and averting a government shutdown.

In H.R. 4366, The Veterans Affairs Department, military construction projects, and related agencies will receive \$155.7 billion in discretionary funding. The Department of Transportation and Housing and Urban Development will receive a total of \$89.5 billion, and \$14.7 billion will be allocated to the Department of the Interior.

Through H.R. 2882, House Republicans achieved a \$27 billion increase to the Defense budget. H.R. 2882 allocates \$19.6 billion for U.S. Customs and Border Protection, including \$496 million for 22,000 Border Patrol agents. Labor, Health and Human Services, Education, and Related Agencies are to receive \$194.4 billion in discretionary allocation. Republicans also celebrated \$20.2 billion in budget cuts and a reduction of 85,000 IRS agents.

House Democrats prevented several policy riders from being attached to legislation by House Freedom Caucus members. These riders took aim at Diversity, Equity and Inclusion, LGBTQ+, and human rights initiatives. House Democrats also staved off large spending cuts to the foreign operations budget, making it possible for Ukraine and Israel funding negotiations to resume. The House is quickly beginning the FY2025 process due to the late enactment of FY2024 appropriations.

FY2025 spending caps were agreed upon by President Biden and former Speaker Kevin McCarthy during Fiscal Responsibility Act (FRA) negotiations in spring 2023, so the focus will be on disbursement across agencies and programs. Congressional leadership is expected to continue to debate nondefense spending beyond the \$710.7 billion cap dictated by the FRA. On March 20, the House Ways and Means Committee and multiple House Appropriations Subcommittees held hearings on President Biden's budget request, officially moving on from FY2024.

Nonetheless, there may be delays, as Congresswoman Kay Granger is stepping down as House Appropriations Committee Chairwoman. Her announcement came hours after the House voted to pass H.R. 2882. Committee Vice Chairman Tom Cole was first to announce his candidacy for Chair. After standing in for Chairwoman Granger while she was out sick for a few hearings last year, Rep. Ken Calvert said, "it's obvious that [Vice Chairman Cole] is the clear-cut favorite." It's speculated that Rep. Robert Aderholt may also pursue the role.

President Biden Releases FY2025 Budget

The White House released the annual Presidential budget proposal, outlining President Biden's tax and spending priorities for the next decade. President Biden requested \$7.3 trillion in total spending for FY2025. The budget proposes \$3.3 trillion of net deficit reduction through 2034.

During President Biden's State of the Union address, he pitched a higher minimum corporate tax and a 25% minimum tax for billionaires. According to an Office of Management and Budget official, the U.S. would see debt reductions if the proposal were enacted. The budget proposal opposes benefit cuts to Social Security and Medicare. Democrats and Republicans continue to discuss altered funding levels for senior entitlement programs, a conversation which occurs every year.

Senator Schumer Outlines Upcoming Senate Agenda

Majority Leader Chuck Schumer aims to return to other legislative activities now that the government is funded through September. He may be hoping for a summer as productive as the 117th Congress, but in an election year he may not receive Republican support.

Measures that Senator Schumer has indicated he would like to advance in the coming months include [S.1409](#), the Kids Online Safety Act, which has 65 bipartisan cosponsors and may be one of the easier items to cross off the agenda. Another bill, S.1409 requires covered platforms such as social networks to protect minors from sexual exploitation and online bullying. [H.R. 7024](#), the Tax Relief for American Families and Workers Act of 2024, passed in the House with major bipartisan support but faces an uphill battle in the Senate. H.R. 7024 provides tax cuts to corporations who spend money on research and development projects, and it also expands the child tax credit. [S. 2860](#), the Secure and Fair Enforcement Regulation Banking Act (SAFER), which intends to help state-legal cannabis businesses access the banking system, could see a vote on the Senate Floor too. Each of these items could be attached as an amendment to mandatory FAA Reauthorization and FISA Reauthorization.

Congress Passes Legislation to Reduce Fentanyl Trafficking

On March 7th, Congress passed [S. 206](#), the End Fentanyl Act with overwhelming bipartisan support. By requiring the Commissioner of U.S. Customs and Border Protection to update its policies every three years, this legislation hopes to reduce international drug trafficking into the U.S. The recent focus on border reform discussions has brought national attention to all issues within that jurisdiction. This provided a catalyst for House and Senate members to send the legislation to President Biden. Most members from the California Delegation voted in favor of the bill.

House Transportation and Infrastructure Committee Holds Hearing on Discretionary Grants

On March 7th, the House Committee on Transportation and Infrastructure (T&I) held a hearing to receive updates from industry representatives on Department of Transportation (DOT) discretionary grants. Two years ago, the Bipartisan Infrastructure Law authorized \$196 billion over five years for new and existing DOT competitive grant programs. Committee Chairman Sam Graves stated that industry leaders and stakeholders have experienced issues with applying for and securing these grants from DOT. The hearing witnesses cited problems with delays, grant announcements, and rulemaking. The intent of the hearing was to address these issues and improve the grant process as the Committee prepares for the next highway bill in the next Congress. Witnesses that provided testimony were government officials and nonprofit representatives.

Senate Environment and Public Works Committee Holds PFAS Hearing

On March 20th, the Senate Environment and Public Works Committee held a full committee hearing to examine the dangerous effects of PFAS and other hazardous chemicals. Committee Chairman Tom Carper stated that the objective was to better understand PFAS and the impacts of regulations like the Comprehensive Environmental Response, Compensation, and Liability Act (CERCLA). Committee Ranking Member Shelley Moore Capito echoed the Chairman's sentiments and called for a return to the bipartisan legislation delayed by other priorities. These comments came after Sen. Capito's recent comments about her desire to see certain organizations impacted by PFAS contamination exempted from liability under CERCLA.

Hearing witnesses—government officials, non-profit representatives, and industry attorneys—discussed the impacts of PFAS on water in their communities.

EPA to Finalize National Standards for PFAS in Drinking Water

The EPA is close to finalizing enforceable national drinking water standards for per- and polyfluoroalkyl substances (PFAS), commonly known as forever chemicals. Between 3,400 and 6,300 public water systems—serving up to 94 million people—could be affected by the new rule, according to the EPA. The agency estimates that implementation of the new standards could cost local governments and utilities between \$772 million and \$1.7 billion a year nationwide.

The EPA's new regulation would target six compounds, including two of the most frequently detected ones—PFOS and PFOA—and cap their maximum contaminant level in public drinking water to just 4 parts per trillion. That's the lowest level at which the substances can be reliably

detected in the lab and is lower than the allowable amount from any enforceable state regulation currently in place.

Local governments have expressed concern that without additional funding from Congress, the required upgrades will place an undue financial burden on them. The National League of Cities, the US Conference of Mayors, and the National Association of Counties sent a joint letter to the EPA stating that the \$10 billion in grants appropriated by the Bipartisan Infrastructure Law is not enough to offset total costs.

The EPA has until September to finalize the new rule, though the agency has said it expects the final rule to come out in early 2024. After that, local governments will have three years to comply, which could involve finding new sources of water or installing specialized treatment facilities.

Meanwhile, congressional committees are considering legislation to shield government entities and passive recipients of PFAS from liability. There is concern that airports and waste management operators could be held liable for PFAS contamination under the superfund law once EPA finalizes its new standard. Legislation has been under negotiation for more than a year and further action is hoped for this year.

EPA Finalizes Vehicle Pollution Standard

The U.S. Environmental Protection Agency (EPA) announced their final rule on national pollution standards for passenger cars, light-duty trucks, and medium-duty vehicles for model years 2027–2032. The rule establishes new protections by reducing smog- and soot-forming pollution from vehicles and regulating tailpipe emissions. The EPA projects that [Multi-Pollutant Emissions Standards for Model Years 2027 and Later Light-Duty and Medium-Duty Vehicles](#) will avoid more than 7 billion tons of carbon emissions and provide nearly \$100 billion of annual net benefits to society, including \$13 billion of annual public health benefits and \$62 billion in reduced annual fuel and maintenance costs. Sales of "clean" vehicles hit record highs last year, and the EPA expects electric vehicles to account for up to 56% of new passenger vehicles sold for model years 2030–2032.

President Biden remains committed to meet the carbon emissions reduction goals he identified at the beginning of his term. Furthermore, his Administration believes the new rule will amplify the clean vehicle industry. The U.S. is investing in battery and electric vehicle manufacturing, and a senior administration official stated that these regulations will help shift the U.S. away from relying on fossil fuels for transportation. However, gas powered vehicles are not obsolete. Per the rule, an automaker still can make vehicles with higher emissions if they meet quotas for clean vehicles. In an election year, this protects President Biden from alienating voters while still addressing climate change.

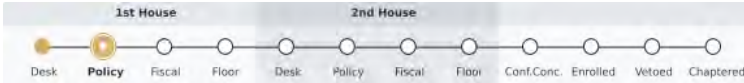
City of Santa Clara 2024 Q1 Legislative Bill Matrix

Subject: Community Services LAP

[AB 1825](#) [Muratsuchi, D](#) [HTML](#) [PDF](#)

California Freedom to Read Act.

Progress bar



Tracking form

Position

Bill information

Status: 04/01/2024 - Re-referred to Com. on ED. From committee chair, with author's amendments: Amend, and re-refer to Com. on ED. Read second time and amended.

Summary: Current law establishes a public library system, including school libraries, unified school district and union high school district public libraries, municipal libraries, county free libraries, the California State Library, and library districts. Under current law, the Legislature declares that the public library is, among other things, a source of information and inspiration to persons of all ages, cultural backgrounds, and economic statuses. This bill would require the governing board or body of each public library, including any library, operated on a contractual basis for a public entity, to establish a written policy for the selection of library materials and the use of library materials and facilities, as specified. The bill would require the policy to, among other things, establish that library materials shall not be excluded because of the origin, background, or views of those contributing to the creation of the materials, or because of the topic addressed by the materials or the views or opinions expressed in the materials. The bill would prohibit the governing board or body of a public library from proscribing the circulation or procurement of books or other resources in a public library because of the topic addressed by the materials or because of the views, ideas, or opinions contained in those materials. The bill would also prohibit a public library from exercising the discretion to determine the content of library materials in a manner that discriminates against or excludes materials based on specified protected characteristics, on the basis that the materials contain inclusive and diverse perspectives, or on the basis that the materials may include sexual content, as provided. (Based on 04/01/2024 text)

Location: 03/21/2024 - Assembly ED.

Introduced: 01/11/2024

Current Text: 04/01/2024 - Amended

Last Amend: 04/01/2024

[AB 2124](#) [Davies, R](#) [HTML](#) [PDF](#)

Department of Parks and Recreation: swimming lesson vouchers.

Progress bar



Tracking form

Position

Bill information

Status: 03/20/2024 - Re-referred to Com. on W., P., & W.

Summary: Would establish the Swimming Lesson Voucher Program and require the Department of Parks and Recreation to administer the program, for the purpose of increasing water safety in this state by offering vouchers for swimming lessons at no cost to children 4 years of age or younger whose families have an income of no more than 200% of the federal poverty level. The bill would require the department to contract with, and establish a network of, swimming lesson vendors that accept swimming lesson vouchers offered by the program in exchange for providing swimming lessons, to establish the application method and eligibility criteria for swimming lesson vouchers, as provided, and to issue swimming lesson vouchers for eligible children. The bill would make implementation of these provisions contingent upon an appropriation for these purposes in the annual Budget Act or another statute. (Based on 03/19/2024 text)

Location: 03/18/2024 - Assembly W.,P. & W.

Introduced: 02/06/2024

Current 03/19/2024 - Amended

Text:

Last 03/19/2024

Amend:

[AB 2384](#) [Wilson, D](#) [HTML](#) [PDF](#)

Public swimming pools: emergency telephones.

Progress bar



Tracking form

Position

Bill information

Status: 02/26/2024 - Referred to Com. on HEALTH.

Summary: Current law requires the State Department of Public Health to adopt and enforce regulations relating to public swimming pools. Existing law provides various building and safety standards for public swimming pools, as defined. Current law requires that every person or entity operating or maintaining a public swimming pool do so in a sanitary, healthful, and safe manner. Current law requires county health officers to enforce department regulations and authorizes a county health officer or any department inspector to enter the premises of a public swimming pool and investigate for violations, as specified. This bill would require a person or entity that owns or maintains a public swimming pool, as defined, to ensure that there is an operating telephone on or adjacent to the pool deck, available for emergency use, at all times. (Based on 02/12/2024 text)

Location: 02/26/2024 - Assembly HEALTH

Introduced: 02/12/2024

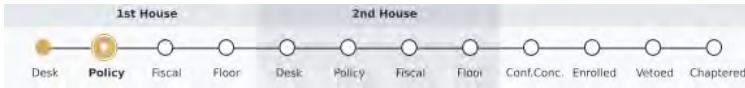
Current 02/12/2024 - Introduced

Text:

[AB 2939](#) [Rendon, D](#) [HTML](#) [PDF](#)

Parks: counties and cities: interpretive services.

Progress bar



Tracking form

Position

Bill information

Status: 03/21/2024 - Referred to Com. on L. GOV.

Summary: Existing law authorizes the Department of Parks and Recreation, as a means of furthering its mission to expand access to state parks and outdoor recreation to all, and contingent upon the availability of its resources, to enter into community access agreements, as defined, with eligible entities, as defined, to provide interpretive services and visitor services, as defined, at units of the state parks system to underserved park users, as defined. This bill would require that use of local parks, as defined, by eligible entities, as defined, to provide interpretative services, as defined, to 30 or fewer participating park visitors at a time be considered an allowable public use of the local park, and would require cities, counties, and cities and counties to treat this use of the local park in the same manner as general public use of the local park, that no benefit is conferred by cities, counties, or cities and counties on eligible entities that is not conferred on the general public. To the extent that this bill would impose new duties on cities, counties, and cities and counties, the bill would impose a state-mandated local program. This bill contains other related provisions and other existing laws. (Based on 02/15/2024 text)

Location: 03/21/2024 - Assembly L. GOV.

Current Text: 02/15/2024 - Introduced

Introduced: 02/15/2024

Subject: Emergency Management LAP

[AB 817](#) [Pacheco, D](#) [HTML](#) [PDF](#)

Open meetings: teleconferencing: subsidiary body.

Progress bar



Tracking form

Position

Bill information

Status: 01/25/2024 - Read third time. Passed. Ordered to the Senate. (Ayes 54. Noes 8.) In Senate. Read first time. To Com. on RLS. for assignment.

Summary: The Ralph M. Brown Act requires, with specified exceptions, each legislative body of a local agency to provide notice of the time and place for its regular meetings and an agenda containing a brief general description of each item of business to be transacted. The act also requires that all meetings of a legislative body be open and public, and that all persons be permitted to attend unless a closed session is authorized. The act generally requires for teleconferencing that the legislative body of a local agency that elects to use teleconferencing post agendas at all teleconference locations, identify each teleconference location in the notice and agenda of the meeting or proceeding, and have each teleconference location be accessible to the public. Existing law also requires that, during the teleconference, at least a quorum of the members of the legislative body participate from locations within the boundaries of the territory over which the local

agency exercises jurisdiction. Current law authorizes the legislative body of a local agency to use alternate teleconferencing provisions during a proclaimed state of emergency (emergency provisions) and, until January 1, 2026, in certain circumstances related to the particular member if at least a quorum of its members participate from a singular physical location that is open to the public and situated within the agency's jurisdiction and other requirements are met (nonemergency provisions). This bill, until January 1, 2026, would authorize a subsidiary body, as defined, to use similar alternative teleconferencing provisions and would impose requirements for notice, agenda, and public participation, as prescribed. In order to use teleconferencing pursuant to this act, the bill would require the legislative body that established the subsidiary body by charter, ordinance, resolution, or other formal action to make specified findings by majority vote, before the subsidiary body uses teleconferencing for the first time and every 12 months thereafter. (Based on 01/17/2024 text)

Location: 01/25/2024 - Senate RLS.

Introduced: 02/13/2023

Current Text: 01/17/2024 - Amended

Last Amend: 01/17/2024

[AB 1168](#) [Bennett, D](#) [HTML](#) [PDF](#)

Emergency medical services (EMS): prehospital EMS.

Progress bar



Tracking form

Position

Bill information

Status: 09/14/2023 - Failed Deadline pursuant to Rule 61(a)(14). (Last location was INACTIVE FILE on 9/12/2023)(May be acted upon Jan 2024)

Summary: The Emergency Medical Services System and the Prehospital Emergency Medical Care Personnel Act governs local emergency medical services (EMS) systems and authorizes each county to develop an EMS program and designate a local EMS agency. Current law requires a county to enter into a written agreement with a city or fire district that contracted for or provided prehospital EMS as of June 1, 1980. Current law requires, until that written agreement is reached, prehospital EMS to be continued at not less than the existing level and the administration of prehospital EMS by cities and fire districts contracting for or providing those services as of June 1, 1980, to be retained by those cities and fire districts. This bill would require a city to be treated as if it had retained its authorities regarding, and the administration of, prehospital EMS if specified requirements are met. (Based on 07/13/2023 text)

Location: 09/14/2023 - Senate 2 YEAR

Introduced: 02/16/2023

Current Text: 07/13/2023 - Amended

Last Amend: 07/13/2023

[AB 2302](#) [Addis, D](#) [HTML](#) [PDF](#)

Open meetings: local agencies: teleconferences.

Progress bar



Tracking form

Position

Bill information

Status: 02/26/2024 - Referred to Com. on L. GOV.

Summary: The Ralph M. Brown Act generally requires for teleconferencing that the legislative body of a local agency that elects to use teleconferencing post agendas at all teleconference locations, identify each teleconference location in the notice and agenda of the meeting or proceeding, and have each teleconference location be accessible to the public. Current law also requires that, during the teleconference, at least a quorum of the members of the legislative body participate from locations within the boundaries of the territory over which the local agency exercises jurisdiction. The act provides an exemption to the jurisdictional requirement for health authorities, as defined. Current law, until January 1, 2026, authorizes the legislative body of a local agency to use alternative teleconferencing in specified circumstances if, during the teleconference meeting, at least a quorum of the members of the legislative body participates in person from a singular physical location clearly identified on the agenda that is open to the public and situated within the boundaries of the territory over which the local agency exercises jurisdiction, and the legislative body complies with prescribed requirements. Current law imposes prescribed restrictions on remote participation by a member under these alternative teleconferencing provisions, including establishing limits on the number of meetings a member may participate in solely by teleconference from a remote location, prohibiting such participation for a period of more than 3 consecutive months or 20% of the regular meetings for the local agency within a calendar year, or more than 2 meetings if the legislative body regularly meets fewer than 10 times per calendar year. This bill would revise those limits, instead prohibiting such participation for more than a specified number of meetings per year, based on how frequently the legislative body regularly meets. (Based on 02/12/2024 text)

Location: 02/26/2024 - Assembly L. GOV.

Current Text: 02/12/2024 - Introduced

Introduced: 02/12/2024

[SB 504](#) [Dodd, D](#) [HTML](#) [PDF](#)

Wildfires: defensible space: grant programs: local governments.

Progress bar



Tracking form

Position

Bill information

Status: 07/14/2023 - Failed Deadline pursuant to Rule 61(a)(10). (Last location was NAT. RES. on 5/11/2023)(May be acted upon Jan 2024)

Summary: Current law requires the Director of Forestry and Fire Protection to establish a common reporting platform that allows defensible space and home hardening assessment data, collected by the qualified entities, to be reported to the department. Current law requires the department to establish a local assistance grant program for fire prevention and home hardening education activities and provides that local agencies, among others, are eligible for these grants. Current law requires the State Fire Marshal to identify areas of the state as moderate, high, and very high fire hazard severity zones based on specified criteria. Current law requires a local agency to designate, by ordinance, moderate, high, and very high fire hazard severity zones in its jurisdiction within 120 days of receiving recommendations from the State Fire Marshal, and authorizes a local agency, at its discretion, to include areas within the jurisdiction of the local agency, not identified as moderate, high, and very high fire hazard severity zones by the State Fire Marshal, as moderate, high, and very high fire hazard severity zones, respectively. This bill would require the department, when reviewing applications for the local assistance grant program, to give priority to any local governmental entity that is

qualified to perform defensible space assessments in very high and high fire hazard severity zones who reports that information using the common reporting platform, as provided. (Based on 04/20/2023 text)

Location: 07/14/2023 - Assembly 2 YEAR

Introduced: 02/14/2023

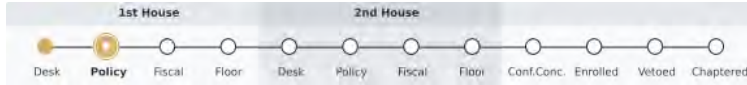
Current Text: 04/20/2023 - Amended

Last Amend: 04/20/2023

[SB 1034](#) [Seyarto, R](#) [HTML](#) [PDF](#)

California Public Records Act: state of emergency.

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Tracking form

Position

Bill information

Status: 03/20/2024 - Set for hearing April 2.

Summary: The California Public Records Act requires state and local agencies to make their records available for public inspection, except as specified. Current law requires each agency, within 10 days of a request for a copy of records, to determine whether the request seeks copies of disclosable public records in possession of the agency and to promptly notify the person of the determination and the reasons therefor. Current law authorizes that time limit to be extended by no more than 14 days under unusual circumstances, and defines “unusual circumstances” to include certain circumstances. This bill would revise the unusual circumstances under which the time limit may be extended to include the need to search for, collect, appropriately examine, and copy records during a state of emergency proclaimed by the Governor when the state of emergency has affected the agency’s ability to timely respond to requests due to decreased staffing or closure of the agency’s facilities. (Based on 02/06/2024 text)

Location: 02/14/2024 - Senate JUD.

Introduced: 02/06/2024

Current Text: 02/06/2024 - Introduced

Subject: Energy Legislation, Regulations and Issues LAP

[AB 1176](#) [Zbur, D](#) [HTML](#) [PDF](#)

General plans: Local Electrification Planning Act.

Progress bar



Tracking form

Position

Bill information

Status: 07/14/2023 - Failed Deadline pursuant to Rule 61(a)(10). (Last location was GOV. & F. on 6/14/2023)(May be acted upon Jan 2024)

Summary: The Planning and Zoning Law requires a city or county to adopt a comprehensive general plan for the city's or county's physical development that includes various elements, including, among others, a land use element that designates the proposed general distribution and general location and extent of the uses of the land in specified categories, and a circulation element that identifies the location and extent of existing and proposed major thoroughfares, transportation routes, terminals, any military airports and ports, and other local public utilities and facilities, as specified. This bill, the Local Electrification Planning Act, would require a city, county, or city and county to prepare and adopt a specified plan, or otherwise integrate a plan into the general plan, that, among other things, identifies opportunities to expand electric vehicle charging to meet the needs of the city's, county's, or city and county's current and future visitors, residents, and businesses, and includes policies and implementation measures that address the needs of disadvantaged communities, low-income households, and small businesses for investments in zero-emission technologies that directly benefit these groups, as specified. (Based on 05/26/2023 text)

Location: 07/14/2023 - Senate 2 YEAR

Introduced: 02/16/2023

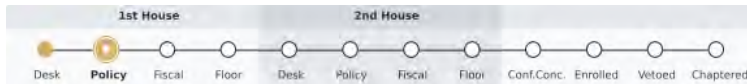
Current Text: 05/26/2023 - Amended

Last Amend: 05/26/2023

[AB 1999](#) [Irwin, D](#) [HTML](#) [PDF](#)

Electricity: fixed charges.

Progress bar



Tracking form

Position

Bill information

Status: 02/12/2024 - Referred to Com. on U. & E.

Summary: Under current law, the Public Utilities Commission may authorize fixed charges for any rate schedule applicable to a residential customer account. Current law requires the commission, no later than July 1, 2024, to authorize a fixed charge for default residential rates. Current law requires these fixed charges to be established on an income-graduated basis, with no fewer than 3 income thresholds, so that low-income ratepayers in each baseline territory would realize a lower average monthly bill without making any changes in usage. This bill would repeal the provisions described in the preceding paragraph. The bill would instead permit the commission to authorize fixed charges that, as of January 1, 2015, do not exceed \$5 per residential customer account per month for low-income customers enrolled in the California Alternate Rates for Energy (CARE) program and that do not exceed \$10 per residential customer account per month for customers not enrolled in the CARE program. The bill would authorize these maximum allowable fixed charges to be adjusted by no more than the annual percentage increase in the Consumer Price Index for the prior calendar year, beginning January 1, 2016. (Based on 01/30/2024 text)

Location: 02/12/2024 - Assembly U. & E.

Introduced: 01/30/2024

Current Text: 01/30/2024 - Introduced

[AB 2619](#) [Connolly, D](#) [HTML](#) [PDF](#)

Net energy metering.

Progress bar



Tracking form

Position

Bill information

Status: 03/04/2024 - Referred to Com. on U. & E.

Summary: Current law requires every electric utility, defined to include electrical corporations, local publicly owned electric utilities, and electrical cooperatives, to develop a standard contract or tariff for net energy metering, as defined, for generation by a renewable electrical generation facility, as defined, and to make this contract or tariff available to eligible customer-generators, as defined, upon request on a first-come-first-served basis until the time that the total rated generating capacity used by eligible customer generators exceeds 5% of the electric utility's aggregate customer peak demand. Current law requires the Public Utilities Commission to have developed a 2nd standard contract or tariff for each large electrical corporation, as defined, to provide net energy metering to additional eligible customer-generators in the electrical corporation's service territory and imposes no limitation on the number of new eligible customer-generators entitled to receive service pursuant to this 2nd standard contract or tariff. Current law requires the commission, in developing the 2nd standard contract or tariff, to ensure that customer-sited renewable distributed generation continues to grow sustainably and to include specific alternatives designed for growth among residential customers in disadvantaged communities. Current law authorizes the commission to revise the 2nd standard contract or tariff as appropriate. Pursuant to that authorization, the commission has instituted rulemakings and issued decisions relating to the 2nd standard contract or tariff. This bill would require all eligible customer-generators of large electrical corporations receiving service under the 2nd standard contract or tariff to be subject to a specified version of the tariff developed by the commission in a specified rulemaking. The bill would require the commission to develop a new standard contract or tariff providing for net energy metering for eligible customer-generators of large electrical corporations, and would require every other electric utility to revise its standard contract or tariff providing for net energy metering. (Based on 02/14/2024 text)

Location: 03/04/2024 - Assembly U. & E.

Introduced: 02/14/2024

Current Text: 02/14/2024 - Introduced

[AB 3181](#) [Pellerin, D](#) [HTML](#) [PDF](#)

Electricity: outages.

Progress bar



Tracking form

Position

Bill information

Status: 03/11/2024 - Referred to Com. on U. & E.

Summary: Would require, if one or more customers served by an electrical distribution circuit experiences 4 or more discrete electrical outages, as defined, during a single calendar year, the electrical corporation that owns and operates that circuit to perform a review of that circuit to determine the cause of the outages and implement system improvements to reduce the anticipated risk of future outages on that circuit below the threshold level of 4 outages per calendar year. The bill

would require the electrical corporation to make the findings of the circuit review, the scope of work expected to be performed to reduce the anticipated risk of future outages on that circuit, and the expected reduction in the risk of future outages resulting from that work available to the impacted customers and the city, county, or city and county in which the circuit is located. (Based on 02/16/2024 text)

Location: 03/11/2024 - Assembly U. & E.

Current Text: 02/16/2024 - Introduced

Introduced: 02/16/2024

[SB 233](#) [Skinner, D](#) [HTML](#) [PDF](#)

Battery electric vehicles and electric vehicle supply equipment: bidirectional capability.

Progress bar



Tracking form

Position

Bill information

Status: 09/14/2023 - Failed Deadline pursuant to Rule 61(a)(14). (Last location was INACTIVE FILE on 9/13/2023)(May be acted upon Jan 2024)

Summary: Would require the Energy Commission, in consultation with the State Air Resources Board and the PUC, on or before June 30, 2024, to convene a stakeholder workgroup to examine challenges and opportunities associated with using a battery electric vehicle and bidirectional electric vehicle service equipment as a mobile battery to power a home or building or to provide electricity to the electrical grid, and require the Energy Commission, in consultation with the stakeholder workgroup, on or before January 1, 2026, to submit a report to the Governor and Legislature that includes, among other things, specified information related to the bidirectional capability of battery electric vehicles and electric vehicle service equipment, as specified. (Based on 09/01/2023 text)

Location: 09/14/2023 - Assembly 2 YEAR

Current Text: 09/01/2023 - Amended

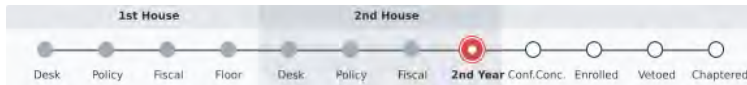
Introduced: 01/24/2023

Last Amend: 09/01/2023

[SB 572](#) [Stern, D](#) [HTML](#) [PDF](#)

Natural gas: prices: report.

Progress bar



Tracking form

Position

Bill information

Status: 09/14/2023 - Failed Deadline pursuant to Rule 61(a)(14). (Last location was INACTIVE FILE on 9/14/2023)(May be acted upon Jan 2024)

Summary: Would require the Public Utilities Commission, on or before August 1, 2024, and in consultation with the State Energy Resources Conservation and Development Commission to the extent necessary to analyze the natural gas wholesale market and trends, to submit a report to the relevant legislative policy committees on the status, outcomes, and recommendations, if any, of the commission order described above and the status and any findings of any related investigations by the Federal Energy Regulatory Commission. (Based on 09/01/2023 text)

Location: 09/14/2023 - Assembly 2 YEAR

Introduced: 02/15/2023

Current Text: 09/01/2023 - Amended

Last Amend: 09/01/2023

[SB 1095](#) [Becker, D](#) [HTML](#) [PDF](#)

Cozy Homes Cleanup Act: building standards: gas-fuel-burning appliances.

Progress bar



Tracking form

Position

Bill information

Status: 03/26/2024 - Set for hearing April 2.

Summary: (1)Existing law, the Manufactured Housing Act of 1980 (the “act”), requires the Department of Housing and Community Development to enforce various laws pertaining to the structural, fire safety, plumbing, heat-producing, or electrical systems and installations or equipment of a manufactured home, mobilehome, commercial coach, or special purpose commercial coach. The act defines “manufactured home” and “mobilehome” to mean a structure that meets specified requirements, including that the structure is transportable in one or more sections and is 8 body feet or more in width, or 40 body feet or more in length, in the traveling mode, or, when erected onsite, is 320 or more square feet, and includes the plumbing, heating, air-conditioning, and electrical systems contained within the structure. This bill would extend those provisions to also apply to electric water heaters and electric appliances for comfort heating that are not specifically listed for use in a manufactured home or mobilehome. (Based on 03/21/2024 text)

Location: 03/20/2024 - Senate JUD.

Introduced: 02/12/2024

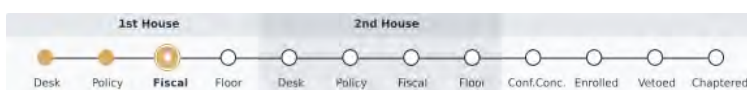
Current Text: 03/21/2024 - Amended

Last Amend: 03/21/2024

[SB 1130](#) [Bradford, D](#) [HTML](#) [PDF](#)

Electricity: Family Electric Rate Assistance: reports.

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Tracking form

Position

Bill information

Status: 03/19/2024 - From committee: Do pass and re-refer to Com. on APPR. (Ayes 15. Noes 0.) (March 19). Re-referred to Com. on APPR.

Summary: Would require the Public Utilities Commission, by June 1, 2025, and each year thereafter, to review each electrical corporation's report to ensure it has sufficiently enrolled eligible households in the FERA program commensurate with the proportion of households the commission determines to be eligible within the electrical corporation's service territory. If the commission, in its review of a report, determines an electrical corporation has not sufficiently enrolled eligible households in the FERA program, the bill would require the commission to require the electrical corporation to develop a strategy and plan to sufficiently enroll eligible households within 3 years of the adoption of the strategy and plan. (Based on 02/13/2024 text)

Location: 03/19/2024 - Senate APPR.

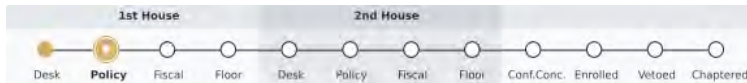
Current Text: 02/13/2024 - Introduced

Introduced: 02/13/2024

[SB 1148](#) [Blakespear, D](#) [HTML](#) [PDF](#)

Electrical service: multifamily dwellings and local government buildings.

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Tracking form

Position

Bill information

Status: 02/21/2024 - Referred to Coms. on E., U. & C. and L., P.E. & R.

Summary: Current law requires the Public Utilities Commission to require every residential unit in an apartment house or similar multiunit residential structure, condominium, or mobilehome park issued a building permit on or after July 1, 1982, with certain exceptions, to be individually metered for electrical and gas service. This bill would add an exception from the requirement that every residential unit be individually metered for electrical service for a multifamily dwelling that includes a microgrid, as defined, and that meets specified requirements, including, among other things, that each tenant's electricity costs are less than what the tenant would have paid without the deployment of the microgrid, that the multifamily dwelling uses electricity generated from renewable energy resources, that all construction workers employed in the construction of the dwelling are paid at least the general prevailing rate of wages, as specified, and that the owner of the dwelling bills tenants using one of 3 specified methods. The bill would require the commission to authorize the use of a master meter in any building owned or operated by a local government. (Based on 02/14/2024 text)

Location: 02/21/2024 - Senate E. U., & C.

Current Text: 02/14/2024 - Introduced

Introduced: 02/14/2024

Subject: Housing LAP

[AB 67](#) [Muratsuchi, D](#) [HTML](#) [PDF](#)

Homeless Courts Pilot Program.

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Tracking form

Position

Bill information

Status: 09/01/2023 - Failed Deadline pursuant to Rule 61(a)(11). (Last location was APPR. SUSPENSE FILE on 8/28/2023)(May be acted upon Jan 2024)

Summary: Would, upon an appropriation by the Legislature, create the Homeless Courts Pilot Program, which would remain in effect until January 1, 2029, to be administered by the Judicial Council for the purpose of providing comprehensive community-based services to achieve stabilization for, and address the specific legal needs of, homeless individuals who are involved with the criminal justice system. The bill would require applicant cities or counties seeking grant funds to provide a number of specified services or program components, including, but not limited to, a diversion program enabling participating defendants to have specified charges dismissed upon completion of a program, provision of temporary, time-limited, or permanent housing during the duration of the program, and a dedicated representative to assist defendants with housing needs. The bill would require an applicant for grant funding under the program to submit a plan for a new homeless court program or expansion of an existing homeless court program, and would require any funding awarded to an applicant to be used in accordance with that plan. (Based on 03/13/2023 text)

Location: 09/01/2023 - Senate 2 YEAR	Current Text: 03/13/2023 - Amended
Introduced: 12/07/2022	Last Amend: 03/13/2023

[AB 799](#) [Rivas, Luz, D](#) [HTML](#) [PDF](#)

Homelessness: financing plan.

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Tracking form

Position

Bill information

Status: 09/14/2023 - Failed Deadline pursuant to Rule 61(a)(14). (Last location was INACTIVE FILE on 9/12/2023)(May be acted upon Jan 2024)

Summary: Would require the California Interagency Council on Homelessness, in collaboration with continuums of care, counties, and big cities, as defined, and other stakeholders, to establish and regularly update a financing plan to solve homelessness by the year 2035. The bill would require the council to establish and update statewide performance metrics to reduce racial and ethnic disparities in homelessness and to increase successful exits from homelessness to permanent housing by updating the Statewide Action Plan for Preventing and Ending Homelessness in California, no later than January 1, 2025, and would require the council to publish these goals on its internet website, as specified. (Based on 09/01/2023 text)

Location: 09/14/2023 - Senate 2 YEAR	Current Text: 09/01/2023 - Amended
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Introduced: 02/13/2023

Last 09/01/2023

Amend:

[AB 1318](#) [Rivas, Luz, D](#) [HTML](#) [PDF](#)

California Environmental Quality Act: exemption: residential projects.

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Tracking form

Position

Bill information

Status: 07/14/2023 - Failed Deadline pursuant to Rule 61(a)(10). (Last location was E.Q. on 5/31/2023)(May be acted upon Jan 2024)

Summary: The California Environmental Quality Act (CEQA) requires a lead agency, as defined, to prepare, or cause to be prepared, and certify the completion of an environmental impact report on a project that it proposes to carry out or approve that may have a significant effect on the environment or to adopt a negative declaration if it finds that the project will not have that effect. CEQA also requires a lead agency to prepare a mitigated negative declaration for a project that may have a significant effect on the environment if revisions in the project would avoid or mitigate that effect and there is no substantial evidence that the project, as revised, would have a significant effect on the environment. This bill would expand the exemption by increasing the size of a residential project that would qualify for the exemption to include a project of not more than 5 acres in total area. The bill would require a lead agency approving an exempt residential project on an urbanized infill site to file a notice of exemption with the Office of Planning and Research, as specified. This bill contains other related provisions and other existing laws. (Based on 02/16/2023 text)

Location: 07/14/2023 - Senate 2 YEAR

Current 02/16/2023 - Introduced

Introduced: 02/16/2023

Text:

[AB 1657](#) [Wicks, D](#) [HTML](#) [PDF](#)

The Affordable Housing Bond Act of 2024.

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Tracking form

Position

Bill information

Status: 03/04/2024 - From committee chair, with author's amendments: Amend, and re-refer to committee. Read second time, amended, and re-referred to Com. on APPR.

Summary: Current law authorizes the issuance of bonds in specified amounts pursuant to the State General Obligation Bond Law and requires that proceeds from the sale of these bonds be used to finance various existing housing programs, capital outlay related to infill development, brownfield cleanup that promotes infill development, and housing-related parks. This bill would enact the Affordable Housing Bond Act of 2024, which, if adopted, would authorize the issuance of bonds in the

amount of \$10,000,000,000 pursuant to the State General Obligation Bond Law. Proceeds from the sale of these bonds would be used to finance programs to fund affordable rental housing and homeownership programs, including, among others, the Multifamily Housing Program, the CalHome Program, and the Joe Serna, Jr. Farmworker Housing Grant Program. This bill would provide for submission of the bond act to the voters at the March 5, 2024, statewide general election in accordance with specified law. (Based on 03/04/2024 text)

Location: 03/04/2024 - Senate APPR.

Introduced: 02/17/2023

Current Text: 03/04/2024 - Amended

Last Amend: 03/04/2024

[AB 1820](#) [Schiavo, D](#) [HTML](#) [PDF](#)

Housing development projects: applications: fees and exactions.

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Tracking form

Position

Bill information

Status: 04/01/2024 - From committee chair, with author's amendments: Amend, and re-refer to Com. on H. & C.D. Read second time and amended.

Summary: Current law requires a housing development project be subject only to the ordinances, policies, and standards adopted and in effect when the preliminary application was submitted. This bill would authorize a development proponent that submits a preliminary application for a housing development project to request a preliminary fee and exaction estimate, as defined, and would require the local agency to provide the estimate within 20 business days of the submission of the preliminary application. For development fees imposed by an agency other than a city or county, the bill would require the development proponent to request the preliminary fee and exaction estimate from the agency that imposes the fee. (Based on 04/01/2024 text)

Location: 01/29/2024 - Assembly H. & C.D.

Introduced: 01/11/2024

Current Text: 04/01/2024 - Amended

Last Amend: 04/01/2024

[AB 1886](#) [Alvarez, D](#) [HTML](#) [PDF](#)

Housing Element Law: substantial compliance: Housing Accountability Act.

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Tracking form

Position

Bill information

Status: 04/01/2024 - From committee chair, with author's amendments: Amend, and re-refer to Com. on H. & C.D. Read second time and amended.

Summary: The Planning and Zoning Law requires a city or county to adopt a general plan for land use development within its boundaries that includes, among other things, a housing element. Current law, commonly referred to as the Housing Element Law, prescribes requirements for a city's or county's preparation of, and compliance with, its housing element, and requires the Department of Housing and Community Development to review and determine whether the housing element substantially complies with the Housing Element Law, as specified. If the department finds that a draft housing element or amendment does not substantially comply with the Housing Element Law, current law requires the legislative body of the city or county to either (A) change the draft element or amendment to substantially comply with the Housing Element Law or (B) adopt the draft housing element or amendment without changes and make specified findings as to why the draft element or amendment substantially complies with the Housing Element Law despite the findings of the department. Current law requires a planning agency to promptly submit an adopted housing element or amendment to the department and requires the department to review the adopted housing element or amendment and report its findings to the planning agency within 60 days. This bill would require a planning agency that makes the above-described findings as to why a draft housing element or amendment substantially complies with the Housing Element Law despite the findings of the department to submit those findings to the department. The bill would require the department to review those finding in its review of an adopted housing element or amendment. The bill would create a rebuttable presumption of validity for the department's findings as to whether the adopted element or amendment substantially complies with the Housing Element Law. (Based on 04/01/2024 text)

Location: 02/05/2024 - Assembly H. & C.D.

Introduced: 01/22/2024

Current 04/01/2024 - Amended

Text:

Last 04/01/2024

Amend:

[AB 1893](#) [Wicks, D](#) [HTML](#) [PDF](#)

Housing Accountability Act: housing disapprovals: required local findings.

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Tracking form

Position

Bill information

Status: 04/01/2024 - From committee chair, with author's amendments: Amend, and re-refer to Com. on H. & C.D. Read second time and amended.

Summary: Current law, commonly referred to as the Housing Element Law, prescribes requirements for a city's or county's preparation of, and compliance with, its housing element, and requires the Department of Housing and Community Development to review and determine whether the housing element substantially complies with the Housing Element Law, as specified. The Housing Accountability Act, among other things, prohibits a local agency from disapproving, or conditioning approval in a manner that renders infeasible, a housing development project for very low, low-, or moderate-income households unless the local agency makes written findings as to one of certain sets of conditions, as specified. One Under the act, one set of conditions available to a local agency for the finding necessary to disapprove a housing development project for very low, low-, or moderate-income households is that (A) the jurisdiction has adopted a housing element that is in substantial compliance with the Housing Element Law, and (B) the jurisdiction has met or exceeded its share of the regional housing need allocation for the planning period for the income category proposed for the housing development project. Current law defines "housing for very low, low-, or moderate-income households" for purposes of the Housing Accountability Act to mean at least 20% of the total units shall be sold or rented to lower income households or 100% of the units are sold or rented to persons and families of moderate income. This bill would revise that definition to mean at least 10% of the units are dedicated to lower income households, 100% of the units are dedicated to lower

income households at an affordable rent consistent with rent limits established by the California Tax Credit Allocation Committee, 100% of the units are sold or rented to persons and families of moderate income, or the housing development consists of 10 units or fewer. (Based on 04/01/2024 text)

Location: 02/05/2024 - Assembly H. & C.D.

Introduced: 01/23/2024

Current Text: 04/01/2024 - Amended

Last Amend: 04/01/2024

[AB 2023](#) [Quirk-Silva, D](#) [HTML](#) [PDF](#)

Housing element: inventory of land: rebuttable presumptions.

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Tracking form

Position

Bill information

Status: 04/01/2024 - Re-referred to Com. on H. & C.D.

Summary: The Housing Element Law prescribes requirements for a city's or county's preparation of, and compliance with, its housing element, and requires the Department of Housing and Community Development to review and determine whether the housing element substantially complies with the Housing Element Law, as specified. Current law requires the housing element to include an inventory of land suitable and available for residential development. If that inventory of sites does not identify adequate sites to accommodate the need for groups of all household income levels, as provided, current law requires that the local government rezone sites within 3 years after the date the housing element is adopted or within one year if the local government fails to adopt a housing element that the department finds to be in substantial compliance with the Housing Element Law within 120 days of the statutory deadline to adopt the housing element. This bill, for the 7th and each subsequent revision of the housing element, would require a local government to complete the rezoning of sites within one year of the statutory deadline for the adoption of the housing element or the earlier of 3 years after the date the housing element is adopted or 90 days after receipt of comments from the department, as specified, if the local government satisfies certain requirements, including submitting a draft element or draft amendment to the department for review within specified timeframes and adopting a draft element or draft amendment that the department finds to be insubstantial compliance with the Housing Element Law, as specified. (Based on 03/21/2024 text)

Location: 02/12/2024 - Assembly H. & C.D.

Introduced: 01/31/2024

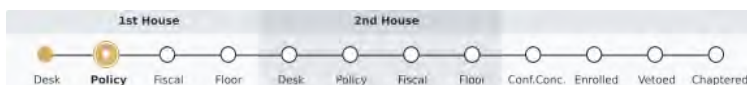
Current Text: 03/21/2024 - Amended

Last Amend: 03/21/2024

[AB 2085](#) [Bauer-Kahan, D](#) [HTML](#) [PDF](#)

Planning and zoning: ministerial approval: community clinic.

Progress bar



Tracking form

Position

Bill information

Status: 03/04/2024 - Referred to Coms. on L. GOV. and NAT. RES.

Summary: Would authorize a development proponent to submit to a local agency an application for a licensed community clinic that is located in a zone where office, retail, health care, or parking are a principally permitted use. The bill would make the development subject to a streamlined, ministerial approval process where the development is not subject to a conditional use permit or any other nonlegislative discretionary approval, as described. The bill would provide that a development eligible for approval pursuant to this process is not a "project" for purposes of the California Environmental Quality Act (CEQA), thereby expanding the exemption for ministerial approval of projects under CEQA. By establishing the streamlined, ministerial approval process for these developments, the bill would impose a state-mandated local program. (Based on 02/05/2024 text)

Location: 03/04/2024 - Assembly L. GOV.

Current Text: 02/05/2024 - Introduced

Introduced: 02/05/2024

[AB 2430](#) [Alvarez, D](#) [HTML](#) [PDF](#)

Planning and zoning: density bonuses: monitoring fees.

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Tracking form

Position

Bill information

Status: 02/26/2024 - Referred to Coms. on H. & C.D. and L. GOV.

Summary: Current law, commonly referred to as the Density Bonus Law, requires a city, county, or city and county to provide a developer that proposes a housing development within the city or county with a density bonus, waivers or reductions of development standards, parking ratios, and other incentives or concessions, as specified, if the developer agrees to construct certain types of housing, including a housing development in which 100% of the units are for lower income households, except that up to 20% of the units in the development may be for moderate-income households, as specified. This bill would prohibit a city, county, or city and county from charging a monitoring fee, as defined, on those types of housing developments if certain conditions are met. The bill would provide that, beginning on January 1, 2025, any housing development that is currently placed in service, is subject to monitoring fees, and meets those conditions shall no longer be subject to those fees. (Based on 02/13/2024 text)

Location: 02/26/2024 - Assembly H. & C.D.

Current Text: 02/13/2024 - Introduced

Introduced: 02/13/2024

[AB 2439](#) [Quirk-Silva, D](#) [HTML](#) [PDF](#)

Public works: prevailing wages: access to records.

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Tracking form

Position

Bill information

Status: 04/01/2024 - From committee chair, with author's amendments: Amend, and re-refer to Com. on JUD. Read second time and amended.

Summary: Existing law defines “public works,” for the purposes of regulating public works contracts, as, among other things, construction, alteration, demolition, installation, or repair work done under contract and paid for, in whole or in part, out of public funds. Existing law requires each contractor and subcontractor on a public works project to keep accurate payroll records, showing the name, address, social security number, work classification, straight time and overtime hours worked each day and week, and the actual per diem wages paid to each journeyman, apprentice, worker, or other employee employed by the contractor or subcontractor in connection with the public work. Existing law requires any copy of records made available for inspection as copies and furnished upon request to the public or any public agency to be marked or obliterated to prevent disclosure of an individual’s name, address, and social security number but specifies that any copy of records made available to a Taft-Hartley trust fund for the purposes of allocating contributions to participants be marked or obliterated only to prevent disclosure of an individual’s full social security number, as specified. This bill would require an owner, a developer, or the agent of an owner or developer, that, among other things, receives public funds from a public agency to perform specified public works projects, to make available upon written request from a joint labor-management committee, a multiemployer Taft-Hartley trust fund, or a specified tax-exempt organization specified public works records in their possession, including requests for bids and submitted bid documents, inspection and work logs, and funding documentation. (Based on 04/01/2024 text)

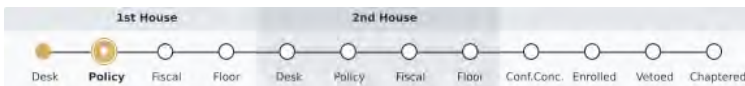
Location: 02/26/2024 - Assembly JUD. **Current Text:** 04/01/2024 - Amended

Introduced: 02/13/2024 **Last Amend:** 04/01/2024

[AB 2583](#) [Berman, D](#) [HTML](#) [PDF](#)

School zones and walk zones.

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Tracking form

Position

Bill information

Status: 03/13/2024 - Re-referred to Com. on TRANS.

Summary: The Planning and Zoning Law requires the legislative body of a city or county to adopt a comprehensive general plan that includes various elements, including a circulation element to plan for transportation routes. This bill would require, upon any substantive revision of the circulation element on or after January 1, 2025, the legislative body of a city or county, to identify and establish school walk zones for all schools located within the scope of the general plan. The bill would define a “school walk zone” to mean all roadways and sidewalks within 1/2 mile in all directions of the boundary line of a school grounds. (Based on 03/12/2024 text)

Location: 03/11/2024 - Assembly TRANS.

Introduced: 02/14/2024

Current Text: 03/12/2024 - Amended

Last Amend: 03/12/2024

[AB 2694](#) [Ward, D](#) [HTML](#) [PDF](#)

Density Bonus Law: residential care facilities for the elderly.

Progress bar



Tracking form

Position

Bill information

Status: 03/20/2024 - Re-referred to Com. on H. & C.D.

Summary: The Density Bonus Law requires a city or county to provide a developer that proposes a housing development, as defined, within the city or county with a density bonus and other incentives or concessions, as specified, if the developer agrees to construct, among other options, a senior citizen housing development, as defined. The Density Bonus Law defines a “development” for these purposes to include a shared housing development. This bill would expand the definition of a development for the above-described purposes to include a residential care facility for the elderly, as defined. By expanding a city or county’s duty to administer the Density Bonus Law, this bill would impose a state-mandated local program. (Based on 03/19/2024 text)

Location: 03/04/2024 - Assembly H. & C.D.

Introduced: 02/14/2024

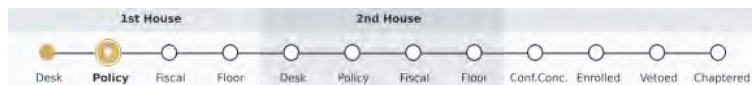
Current Text: 03/19/2024 - Amended

Last Amend: 03/19/2024

[AB 2712](#) [Friedman, D](#) [HTML](#) [PDF](#)

Preferential parking privileges: transit-oriented development.

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Tracking form

Position

Bill information

Status: 04/01/2024 - Re-referred to Com. on L. GOV.

Summary: This bill, for a residential, commercial, or other development project that is exempt from minimum automobile parking requirements and located within a preferential parking area, would require the development project to be excluded from the boundaries of the preferential parking area and would prohibit the local authority, as defined, from issuing any permit to the residents, vendors, or visitors of the development project that grants preferential parking privileges. The bill would

also authorize a local authority to issue permits to residents, vendors, and visitors of the development project that is within the boundaries of a preferential parking area if the local authority makes written findings that including the development project would not have a substantially negative impact on the preferential parking area, as specified. The bill would include findings that changes proposed by this bill address a matter of statewide concern rather than a municipal affair and, therefore, apply to all cities, including charter cities. (Based on 03/21/2024 text)

Location: 03/11/2024 - Assembly L. GOV.

Introduced: 02/14/2024

Current Text: 03/21/2024 - Amended

Last Amend: 03/21/2024

[AB 2813](#) [Aguiar-Curry, D](#) [HTML](#) [PDF](#)

Government Investment Act.

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Tracking form

Position

Bill information

Status: 04/01/2024 - Referred to Com. on L. GOV.

Summary: The Legislature adopted ACA 1 at the 2023–24 Regular Session of the Legislature, which, if approved by the voters, would amend and add provisions of the California Constitution to (1) create an additional exception to the 1% limit on the ad valorem tax rate on real property by authorizing a local jurisdiction to levy an ad valorem tax to service bonded indebtedness incurred to fund the construction, reconstruction, rehabilitation, or replacement of public infrastructure, affordable housing, or permanent supportive housing, if the proposition proposing that tax is approved by 55% of the voters in that local jurisdiction; and (2) authorize a local jurisdiction to impose, extend, or increase a sales and use tax to fund the construction, reconstruction, rehabilitation, or replacement of public infrastructure, affordable housing, or permanent supportive housing, if the proposition proposing that tax is approved by 55% of the voters in that local jurisdiction. Pursuant to the existing law described above, ACA 1 is scheduled to appear on the ballot at the November 5, 2024, statewide general election. This bill would authorize a local government that imposes a tax under ACA 1 to commit revenues to affordable housing programs, including downpayment assistance, first-time home buyer programs, and owner-occupied affordable housing rehabilitation programs. The bill would require a local government to ensure that any project that is funded with ACA 1 bonded indebtedness or ACA 1 special taxes to have an estimated useful life of at least 15 years or 5 years if the funds are for specified public safety buildings, facilities, and equipment. (Based on 02/15/2024 text)

Location: 04/01/2024 - Assembly L. GOV.

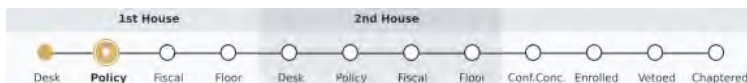
Introduced: 02/15/2024

Current Text: 02/15/2024 - Introduced

[AB 3012](#) [Grayson, D](#) [HTML](#) [PDF](#)

Development fees: fee schedule template: fee estimate tool.

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Tracking form

Position

Bill information

Status: 03/12/2024 - Re-referred to Com. on L. GOV.

Summary: The Permit Streamlining Act, which is part of the Planning and Zoning Law, requires each public agency to provide a development project applicant with a list that specifies the information that will be required from any applicant for a development project. This bill would require a city or county that has an internet website to make a fee estimate tool that the public can use to calculate an estimate of fees and exactions, as specified, for a proposed housing development project available on its internet website. The bill authorizes the city or county to choose the format of the fee estimate tool. The bill would require a city or county with a population of greater than 500,000 to meet these requirements on or before July 1, 2031. The bill would require a city or county with a population of 500,000 or less to meet these requirements on or before July 1, 2032. By requiring a city or county to include a fee estimate tool on its internet website, the bill would impose a state-mandated local program. (Based on 03/11/2024 text)

Location: 03/11/2024 - Assembly L. GOV.

Introduced: 02/16/2024

Current Text: 03/11/2024 - Amended

Last Amend: 03/11/2024

[AB 3057](#) [Wilson, D](#) [HTML](#) [PDF](#)

California Environmental Quality Act: exemption: junior accessory dwelling units ordinances.

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Tracking form

Position

Bill information

Status: 03/11/2024 - Referred to Coms. on NAT. RES. and H. & C.D.

Summary: The California Environmental Quality Act (CEQA) requires a lead agency to prepare a mitigated negative declaration for a project that may have a significant effect on the environment if revisions in the project would avoid or mitigate that effect and there is no substantial evidence that the project, as revised, would have a significant effect on the environment. CEQA exempts from its requirements the adoption of an ordinance by a city or county to issue a zoning variance, special use permit, or conditional use permit for a dwelling unit to be constructed, or which is attached to or detached from, a primary residence on a parcel zoned for a single-family residence, as provided, or to provide for the creation of accessory dwelling units in areas zoned to allow single-family or multifamily dwelling residential use. This bill would expand the above CEQA exemption to include the adoption of an ordinance by a city or county to provide for the creation of junior accessory dwelling units in single-family residential zones. (Based on 02/16/2024 text)

Location: 03/11/2024 - Assembly NAT. RES.

Introduced: 02/16/2024

Current Text: 02/16/2024 - Introduced

[AB 3068](#) [Haney, D](#) [HTML](#) [PDF](#)

Adaptive reuse: streamlining: incentives.

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Tracking form

Position

Bill information

Status: 03/11/2024 - Referred to Coms. on H. & C.D. and L. GOV.

Summary: The Planning and Zoning Law requires each county and city to adopt a comprehensive, long-term general plan for its physical development, and the development of certain lands outside its boundaries, that includes, among other mandatory elements, a housing element. That law allows a development proponent to submit an application for a development that is subject to a specified streamlined, ministerial approval process not subject to a conditional use permit, if the development satisfies certain objective planning standards, including that the development is a multifamily housing development that contains two or more residential units. This bill would deem an adaptive reuse project a use by right in all zones, regardless of the zoning of the site, and subject to a streamlined, ministerial review process if the project meets specified requirements. In this regard, an adaptive reuse project, in order to qualify for the streamlined, ministerial review process, would be required to be proposed for an existing building that is less than 50 years old or meets certain requirements regarding the preservation of historic resources, including the signing of an affidavit declaring that the project will comply with the United States Secretary of the Interior’s Standards for Rehabilitation or receive federal or state historic rehabilitation tax credits, as specified. The bill would require an adaptive reuse project to comply with any broadly applicable housing affordability requirement, as defined, adopted by the local government and would require at least one-half of the square footage of the adaptive reuse project to be dedicated to residential uses, unless the project is an office conversion project, as specified. (Based on 02/16/2024 text)

Location: 03/11/2024 - Assembly H. & C.D.

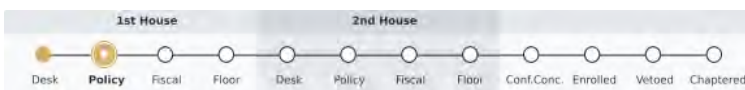
Current Text: 02/16/2024 - Introduced

Introduced: 02/16/2024

[AB 3086](#) [Santiago, D](#) [HTML](#) [PDF](#)

General plan: annual report: housing units.

Progress bar



Tracking form

Position

Bill information

Status: 03/11/2024 - Referred to Coms. on H. & C.D. and L. GOV.

Summary: The Planning and Zoning Law requires a city or county to adopt a general plan for land use development of the city or county that includes, among other elements, a housing element. That law requires the housing element to include, among other things, an identification and analysis of existing and projected housing needs. That law requires the city or county to provide by April 1 of each year an annual report to, among other entities, the Department of Housing and Community Development that includes, among other specified information, the number of units of housing demolished and new units of housing that have been issued a completed entitlement, a building permit, or a certificate of occupancy. This bill would additionally require the city or county to include in the annual report the number of units in the city or county with long-term affordable covenants or restrictions that expired in the prior year and the number of units in the city

or county subject to a local rent control or any form of rent or price control that were withdrawn from rent or lease. (Based on 02/16/2024 text)

Location: 03/11/2024 - Assembly H. & C.D.

Current Text: 02/16/2024 - Introduced

Introduced: 02/16/2024

[AB 3116](#) [Garcia, D](#) [HTML](#) [PDF](#)

Housing development: density bonuses: student housing developments.

Progress bar



Tracking form

Position

Bill information

Status: 03/11/2024 - Referred to Coms. on H. & C.D. and L. GOV.

Summary: Current law, commonly referred to as the Density Bonus Law, requires a city or county to provide a developer that proposes a housing development, as defined, within the city or county with a density bonus and other incentives or concessions, as specified, if the developer agrees to construct, among other options, 20% of the total units for lower income students in a student housing development that meets certain requirements. Current law requires that all units in the student housing development be used exclusively for undergraduate, graduate, or professional students enrolled full time at an institution of higher learning, as specified. To be eligible under this provision, current law requires a developer, as a condition of receiving a certificate of occupancy, provide evidence to the city, county, or city and county that the developer has entered into an operating agreement or master lease with one or more institutions of higher education, as specified. Current law also requires the development to provide priority for the applicable affordable units for lower income students experiencing homelessness, as specified. Current law requires units described in these provisions to be subject to a recorded affordability restriction of 55 years. This bill would revise these provisions to instead require that a city or county provide a density bonus to a developer who agrees to provide 20% of bedspaces for lower income students, faculty members, or staff in a student housing development, as defined, that meets certain requirements. The bill would revise the above-described exclusive use requirement to instead require, except as provided, all units in the student housing development to be used exclusively for undergraduate, graduate, or professional students enrolled currently or in the past 2 years in at least 6 units at an institution of higher learning, as specified. The bill would additionally authorize eligibility under this provision if the developer, as a condition of receiving a certificate of occupancy, established a system for confirming its renters' status as students, faculty, or staff to ensure all units of the student housing development are occupied with students, faculty, or staff from an institute of higher education, as specified. (Based on 02/16/2024 text)

Location: 03/11/2024 - Assembly H. & C.D.

Current Text: 02/16/2024 - Introduced

Introduced: 02/16/2024

[AB 3177](#) [Carrillo, Wendy, D](#) [HTML](#) [PDF](#)

Mitigation Fee Act: land dedications: mitigating vehicular traffic impacts.

Progress bar



Tracking form

Position

Bill information

Status: 03/21/2024 - Referred to Coms. on H. & C.D. and L. GOV.

Summary: The Mitigation Fee Act imposes various requirements with respect to the establishment, increase, or imposition of a fee by a local agency as a condition of approval of a development project. Current law requires a local agency that imposes a fee on a housing development for the purpose of mitigating vehicular traffic impacts to set the rate for the fee to reflect a lower rate of automobile trip generation if the housing development satisfies specified characteristics, including that the housing development is located within a 1/2 mile of a transit station. Current law defines transit station for these purposes to mean a rail or light-rail station, ferry terminal, bus hub, or bus transfer station. This bill would instead require the housing development to be located within a 1/2 mile of a transit priority area for purposes of a local agency setting the rate for a mitigating vehicular traffic impacts fee to reflect a lower rate of automobile trip generation. The bill would define "transit priority area" as an area within 1/2 mile of a major transit stop that is existing or planned, if the planned stop is scheduled to be completed within the planning horizon included in a Transportation Improvement Program or applicable regional transportation plan. (Based on 02/16/2024 text)

Location: 03/21/2024 - Assembly H. & C.D.

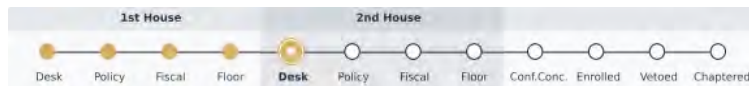
Current Text: 02/16/2024 - Introduced

Introduced: 02/16/2024

[SB 7](#) [Blakespear, D](#) [HTML](#) [PDF](#)

Planning and zoning: annual report: housing for extremely low income households.

Progress bar



Tracking form

Position

Bill information

Status: 01/29/2024 - Read third time. Passed. (Ayes 32. Noes 0.) Ordered to the Assembly. In Assembly. Read first time. Held at Desk.

Summary: The Planning and Zoning Law requires a city or county to adopt a general plan for land use development within its boundaries that includes, among other things, a housing element. That law requires the planning agency of a city or county to provide by April 1 of each year an annual report to, among other entities, the Department of Housing and Community Development. The law requires that the annual report include, among other specified information, the number of net new units of housing, including both rental housing and for-sale housing, that have been issued a completed entitlement, building permit, or certificate of occupancy, and the income category, by area median income, that each unit of housing satisfies, as specified. This bill would revise and recast these provisions to specify that the income category includes extremely low income households, as defined. (Based on 01/22/2024 text)

Location: 01/29/2024 - Assembly DESK

Current Text: 01/22/2024 - Amended

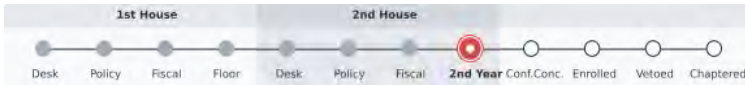
Introduced: 12/05/2022

Last Amend: 01/22/2024

[SB 450](#) [Atkins, D](#) [HTML](#) [PDF](#)

Housing development: approvals.

Progress bar



Tracking form

Position

Bill information

Status: 09/14/2023 - Failed Deadline pursuant to Rule 61(a)(14). (Last location was INACTIVE FILE on 9/14/2023)(May be acted upon Jan 2024)

Summary: Current law requires a proposed housing development containing no more than 2 residential units within a single-family residential zone to be considered ministerially, without discretionary review or hearing, if the proposed housing development meets certain requirements, including that the proposed housing development does not allow for the demolition of more than 25% of the existing exterior structural walls, except as provided. Current law authorizes a local agency to impose objective zoning standards, objective subdivision standards, and objective design standards, as defined, except as specified, on the proposed housing development. Current law authorizes a local agency to deny a proposed housing development if specified conditions are met, including that the building official makes a written finding that the proposed housing development project would have a specific, adverse impact upon public health and safety or the physical environment, as provided. This bill would remove the requirement that a proposed housing development does not allow for the demolition of more than 25% of the existing exterior structural walls to be considered ministerially. The bill would prohibit a local agency from imposing objective zoning standards, objective subdivision standards, and objective design standards that do not apply uniformly to development within the underlying zone, but would specify that these provisions do not prohibit a local agency from adopting or imposing objective zoning standards, objective subdivision standards, and objective design standards on the development if the standards are more permissive than applicable standards within the underlying zone. The bill would remove the authorization for a local agency to deny a proposed housing development if the building official makes a written finding that the proposed housing development project would have a specific, adverse impact upon the physical environment. The bill would require the local agency to consider and approve or deny the proposed housing development application within 60 days from the date the local agency receives the completed application, and would deem the application approved after that time. (Based on 09/01/2023 text)

Location: 09/14/2023 - Assembly 2 YEAR

Introduced: 02/13/2023

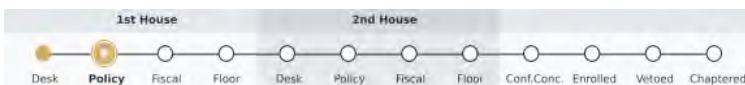
Current Text: 09/01/2023 - Amended

Last Amend: 09/01/2023

[SB 937](#) [Wiener, D](#) [HTML](#) [PDF](#)

Development projects: permits and other entitlements: fees and charges.

Progress bar



Tracking form

Position

Bill information

Status: 04/01/2024 - From committee with author's amendments. Read second time and amended. Re-referred to Com. on L. GOV.

Summary: The Planning and Zoning Law requires each county and each city to adopt a comprehensive, long-term general plan for its physical development, and the development of specified land outside its boundaries, that includes, among other mandatory elements, a housing element. Existing law, the Permit Streamlining Act, among other things, requires a public agency that is the lead agency for a development project to approve or disapprove that project within specified time periods. Existing law extended by 18 months the period for the expiration, effectuation, or utilization of a housing entitlement, as defined, that was issued before, and was in effect on, March 4, 2020, and that would expire before December 31, 2021, except as specified. Existing law provides that if the state or a local agency extended the otherwise applicable time for the expiration, effectuation, or utilization of a housing entitlement for not less than 18 months, as specified, that housing entitlement would not be extended an additional 18 months pursuant to these provisions. This bill would extend by 24 months the period for the expiration, effectuation, or utilization of a housing entitlement, as defined, that was issued before January 1, 2024, and that will expire before December 31, 2025, except as specified. The bill would toll this 24-month extension during any time that the housing entitlement is the subject of a legal challenge. By adding to the duties of local officials with respect to housing entitlements, this bill would impose a state-mandated local program. The bill would include findings that changes proposed by this bill address a matter of statewide concern rather than a municipal affair and, therefore, apply to all cities, including charter cities. This bill contains other related provisions and other existing laws. (Based on 04/01/2024 text)

Location: 02/21/2024 - Senate L. GOV.

Introduced: 01/17/2024

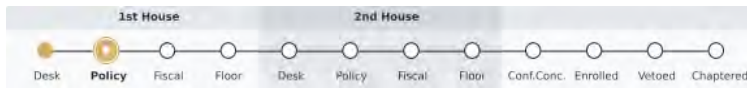
Current Text: 04/01/2024 - Amended

Last Amend: 04/01/2024

[SB 1055](#) [Min, D](#) [HTML](#) [PDF](#)

Accessory dwelling units: regional housing need.

Progress bar



Tracking form

Position

Bill information

Status: 03/13/2024 - March 19 set for first hearing canceled at the request of author.

Summary: Current law requires the planning agency of a city or county to provide an annual report to its legislative body, the Office of Planning and Research, and the Department of Housing and Community Development by April 1 of each year that includes, among other information, the city's or county's progress in meeting its share of regional housing needs, as described. Existing law, the Planning and Zoning Law, authorizes a local agency, by ordinance or ministerial approval, to provide for the creation of accessory dwelling units in areas zoned for residential use, as specified. Current law authorizes a local agency to impose standards on accessory dwelling units that include, but are not limited to, parking, height, setback, landscape, architectural review, and maximum size of a unit. Current law prohibits a local agency from establishing height limitations for accessory dwelling units, including height limitations that would prohibit attached accessory dwelling units from attaining a height of 25 feet, as specified. This bill would prohibit a qualifying local agency from imposing height limitations that would prohibit an attached accessory dwelling unit from attaining a height of 16 feet, as specified. The bill would define "qualifying local agency" as a local agency that the Department of Housing and Community Development has determined that the number of housing units that have been entitled by the local agency, as shown on its most recent annual progress report, is greater than the local agency's share of the regional housing need, for the low- and very low income categories, prorated for that annual reporting period. (Based on 02/08/2024 text)

Location: 02/21/2024 - Senate HOUSING

Introduced: 02/08/2024

Current 02/08/2024 - Introduced

Text:

[SB 1164](#) [Newman, D](#) [HTML](#) [PDF](#)

Property taxation: new construction exclusion: accessory dwelling units.

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Tracking form

Position

Bill information

Status: 03/19/2024 - Set for hearing April 10.

Summary: The California Constitution generally limits ad valorem taxes on real property to 1% of the full cash value of that property. For purposes of this limitation, “full cash value” is defined as the assessor’s valuation of real property as shown on the 1975–76 tax bill under “full cash value” or, thereafter, the appraised value of that real property when purchased, newly constructed, or a change in ownership has occurred. This bill would exclude from classification as “newly constructed” and “new construction” the construction of an accessory dwelling unit, as defined, until 15 years have passed since construction on the accessory dwelling unit was completed or there is a subsequent change in ownership of the accessory dwelling unit. The bill would require the property owner to, prior to or within 30 days of completion of the project, notify the assessor that the property owner intends to claim the exclusion for an accessory dwelling unit and submit an affidavit stating that the owner shall make a good faith effort to ensure the unit will be used as residential housing for the duration the owner receives the exclusion. The bill would require the State Board of Equalization to prescribe the manner and form for claiming the exclusion and would require all additional documents necessary to support the exclusion to be filed by the property owner with the assessor not later than 6 months after the completion of the project. Because this bill would require an affidavit by a property owner and a higher level of service from county assessors, it would impose a state-mandated local program. (Based on 02/14/2024 text)

Location: 02/21/2024 - Senate REV. & TAX

Introduced: 02/14/2024

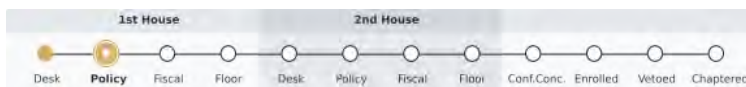
Current 02/14/2024 - Introduced

Text:

[SB 1361](#) [Blakespear, D](#) [HTML](#) [PDF](#)

California Environmental Quality Act: exemption: local agencies: contract for providing services for people experiencing homelessness.

Progress bar



Tracking form

Position

Bill information

Status: 03/08/2024 - Set for hearing April 3.

Summary: The California Environmental Quality Act (CEQA) requires a lead agency to prepare a mitigated negative declaration for a project that may have a significant effect on the environment if revisions in the project would avoid or mitigate that effect and there is no substantial evidence that the project, as revised, would have a significant effect on the environment. CEQA exempts for its requirements, among other things, actions taken by the Department of Housing and Community Development, the California Housing Finance Agency, or a local agency not acting as the lead agency to provide financial assistance or insurance for the development and construction of residential housing for persons and families of low or moderate income, as provided. This bill would additionally exempt from CEQA's requirements actions taken by a local agency to approve a contract for providing services for people experiencing homelessness. (Based on 02/16/2024 text)

Location: 02/29/2024 - Senate E.Q.

Current Text: 02/16/2024 - Introduced

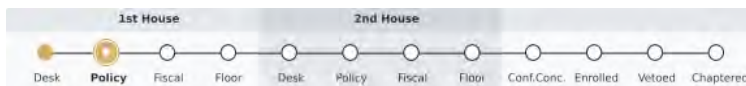
Introduced: 02/16/2024

Subject: Human Resources/Public Sector Employment LAP

[AB 2283](#) [Pacheco, D](#) [HTML](#) [PDF](#)

Public Records: employee personnel records: notice.

Progress bar



Tracking form

Position

Bill information

Status: 02/26/2024 - Referred to Com. on JUD.

Summary: Would require a public agency that receives a request for the personnel records of one of the public agency's employees to provide written notice, as prescribed, to the employee within 48 hours of receipt of the request if specified conditions are met. By imposing new duties on local agencies, this bill would impose a state-mandated local program. (Based on 02/08/2024 text)

Location: 02/26/2024 - Assembly JUD.

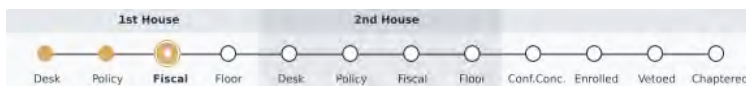
Current Text: 02/08/2024 - Introduced

Introduced: 02/08/2024

[AB 2631](#) [Fong, Mike, D](#) [HTML](#) [PDF](#)

Local agencies: ethics training.

Progress bar



Tracking form

Position

Bill information

Status: 03/20/2024 - From committee: Do pass and re-refer to Com. on APPR. with recommendation: To Consent Calendar. (Ayes 8. Noes 0.) (March 20). Re-referred to Com. on APPR.

Summary: Current law requires all local agency officials to receive training in ethics, at specified intervals, if the local agency provides certain monetary payments to a member of a legislative body, as provided. Current law requires all local agency officials who are members of specified public bodies to receive the above-described training, whether or not the member receives any type of compensation, salary, or stipend or reimbursement for actual and necessary expenses incurred in the performance of official duties. This bill would, contingent upon an appropriation for these purposes, require the Fair Political Practices Commission, in consultation with the Attorney General, to create, maintain, and make available to local agency officials an ethics training course, as specified. (Based on 02/14/2024 text)

Location: 03/20/2024 - Assembly APPR.

Introduced: 02/14/2024

Current Text: 02/14/2024 - Introduced

[SB 769](#) [Gonzalez, D](#) [HTML](#) [PDF](#)

Local government: fiscal and financial training.

Progress bar



Tracking form

Position

Bill information

Status: 09/01/2023 - Failed Deadline pursuant to Rule 61(a)(11). (Last location was APPR. SUSPENSE FILE on 7/12/2023)(May be acted upon Jan 2024)

Summary: Would require if a local agency provides any type of compensation, salary, or stipend to a member of a legislative body, or provides reimbursement for actual and necessary expenses incurred by a member of a legislative body in the performance of official duties, all local agency officials, as defined, to receive at least 2 hours of fiscal and financial training, as described. The bill would require the training to be received at least once every 2 years, as provided. The bill would exempt a local agency official from the training requirements if they comply with specified criteria under existing law relating to eligibility for appointment or election to, and continuing education for, the office of county auditor, county treasurer, county tax collector, or county treasurer-tax collector. (Based on 06/22/2023 text)

Location: 09/01/2023 - Assembly 2 YEAR

Introduced: 02/17/2023

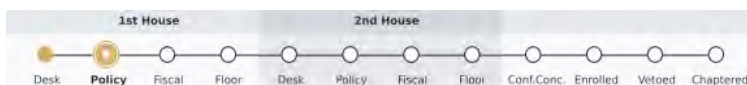
Current Text: 06/22/2023 - Amended

Last Amend: 06/22/2023

[SB 1049](#) [Padilla, D](#) [HTML](#) [PDF](#)

Department of Industrial Relations: living wage: report and employer certification program.

Progress bar



Tracking form

Position

Bill information

Status: 03/26/2024 - Set for hearing April 10.

Summary: Would require the Department of Industrial Relations, in conjunction with the Secretary of Labor and Workforce Development and the Director of Housing and Community Development, to develop a certification program for employers that pay a living wage, which the bill would define as the lowest wage that allows full-time and part-time wage earners to afford a decent standard of living, as specified. In order to determine a decent standard of living, the bill would require the department to examine housing costs by county, by region, and in the state and create a formula to ascertain the living wage for each county, each region, and the state. The bill, commencing in 2025, would also require the department to report to the Legislature by December 15 of each year the living wage in each county, each region, and the state and develop a method to annually adjust figures to account for housing cost inflation and inflation broadly. (Based on 02/07/2024 text)

Location: 02/14/2024 - Senate L., P.E. & R.

Current Text: 02/07/2024 - Introduced

Introduced: 02/07/2024

Subject: Public Safety LAP

[AB 1772](#) [Ramos, D](#) [HTML](#) [PDF](#)

Theft.

Progress bar



Tracking form

Position

Bill information

Status: 02/05/2024 - Re-referred to Com. on PUB. S.

Summary: Existing law, the Safe Neighborhoods and Schools Act, enacted by Proposition 47, as approved by the voters at the November 4, 2014, statewide general election, defines and prohibits an act of shoplifting and prohibits prosecution for an act of shoplifting under any other law. This bill would revise the definition of shoplifting to require an intent to steal retail property or merchandise. (Based on 02/01/2024 text)

Location: 01/16/2024 - Assembly PUB. S.

Current Text: 02/01/2024 - Amended

Introduced: 01/03/2024

Last Amend: 02/01/2024

[AB 1779](#) [Irwin, D](#) [HTML](#) [PDF](#)

Theft: jurisdiction.

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Tracking form

Position

Bill information

Status: 03/12/2024 - Re-referred to Com. on PUB. S.

Summary: Current law sets forth specific rules relating to the jurisdiction for the prosecution of theft by fraud, organized retail theft, and receiving stolen property, including that the jurisdiction for prosecution includes the county where an offense involving the theft or receipt of the stolen merchandise occurred, the county in which the merchandise was recovered, or the county where any act was done by the defendant in instigating, procuring, promoting, or aiding or abetting in the commission of a theft offense or other qualifying offense. Current law jurisdictionally limits prosecution of each of the above to criminal actions brought by the Attorney General. This bill would no longer limit the jurisdictional rules for the above crimes to criminal actions brought by the Attorney General. If a case is brought by someone other than the Attorney General, the bill would require the prosecution to present written evidence in the jurisdiction of the proposed trial that all district attorneys in counties with jurisdiction over the offenses agree to the venue. (Based on 03/11/2024 text)

Location: 01/16/2024 - Assembly PUB. S.

Introduced: 01/03/2024

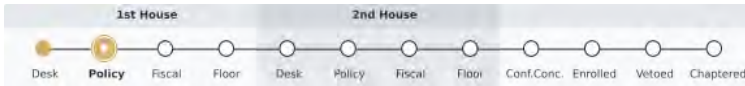
Current Text: 03/11/2024 - Amended

Last Amend: 03/11/2024

[AB 1802](#) [Jones-Sawyer, D](#) [HTML](#) [PDF](#)

Crimes: organized theft.

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Tracking form

Position

Bill information

Status: 04/01/2024 - From committee chair, with author's amendments: Amend, and re-refer to Com. on PUB. S. Read second time and amended.

Summary: Current law, until January 1, 2026, makes a person guilty of organized retail theft, punishable as a misdemeanor or a felony, as specified, if the person acts in concert with one or more persons to steal merchandise from one or more merchant's premises or online marketplaces with the intent to sell or return the merchandise for value, acts in concert with 2 or more persons to receive, purchase, or possess merchandise knowing or believing it to have been stolen, acts as an agent of another to steal merchandise from one or more merchant's premises or online marketplaces as part of an organized plan to commit theft, or recruits, coordinates, organizes, supervises, directs, manages, or finances another to undertake acts of theft. This bill would extend the operation of the crime of organized retail theft indefinitely. (Based on 04/01/2024 text)

Location: 01/22/2024 - Assembly PUB. S.

Introduced: 01/08/2024

Current Text: 04/01/2024 - Amended

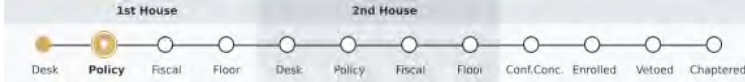
Last 04/01/2024

Amend:

[AB 1845](#) [Alanis, R](#) [HTML](#) [PDF](#)

Crimes: Grant program for identifying, apprehending, and prosecuting resale of stolen property.

Progress bar



Tracking form

Position

Bill information

Status: 02/22/2024 - Re-referred to Com. on PUB. S.

Summary: Current law establishes the Board of State and Community Corrections to provide statewide leadership, coordination, and technical assistance to promote effective state and local efforts and partnerships in California's adult and juvenile criminal justice system, as specified. Under current law, the board administers several grant programs, including a mentally ill offender crime reduction grant program, a medication-assisted treatment grant program, and a violence intervention and prevention grant program. This bill would, until January 1, 2030, create the Identifying, Apprehending, and Prosecuting Resale of Stolen Property Grant Program to be administered by the board. The bill would require the board to award grants, on a competitive basis, to county district attorneys' offices and law enforcement agencies, acting jointly to investigate and prosecute receiving stolen goods crimes and criminal profiteering. The bill would require the board to prepare and submit a report to the Legislature, as specified, regarding the impact of the grant program. The bill's provisions would be operative only to the extent that funding is provided, by express reference, in the annual Budget Act or another statute. (Based on 02/21/2024 text)

Location: 01/29/2024 - Assembly PUB. S.

Introduced: 01/17/2024

Current 02/21/2024 - Amended

Text:

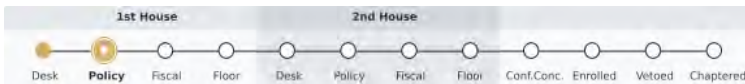
Last 02/21/2024

Amend:

[AB 1990](#) [Carrillo, Wendy, D](#) [HTML](#) [PDF](#)

Criminal procedure: arrests: shoplifting.

Progress bar



Tracking form

Position

Bill information

Status: 03/19/2024 - Re-referred to Com. on PUB. S.

Summary: Current law authorizes a peace officer to make a warrantless arrest for a misdemeanor when the officer has probable cause to believe the person to be arrested has committed the misdemeanor in the officer's presence. Current law also authorizes a private person to make an arrest for a misdemeanor committed in their presence, and requires the person to

deliver the arrested person to a peace officer or magistrate. Current law additionally authorizes a merchant to detain a person for a reasonable time and in a reasonable manner to determine if a person has unlawfully taken merchandise. Current law authorizes a peace officer to make a warrantless arrest for specified misdemeanors relating to domestic violence, violation of a restraining order, and carrying a concealed firearm at an airport that did not occur in the officer's presence. This bill would authorize a peace officer to make a warrantless arrest for a misdemeanor shoplifting offense not committed in the officer's presence if the officer has probable cause to believe that person has committed shoplifting. (Based on 03/18/2024 text)

Location: 02/12/2024 - Assembly PUB. S.

Introduced: 01/30/2024

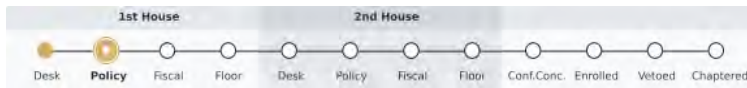
Current Text: 03/18/2024 - Amended

Last Amend: 03/18/2024

[AB 2309](#) [Muratsuchi, D](#) [HTML](#) [PDF](#)

City attorney: state law: misdemeanor.

Progress bar



Tracking form

Position

Bill information

Status: 02/26/2024 - Referred to Com. on PUB. S.

Summary: Current law authorizes the city attorney of any general law city or chartered city to, with the consent of the district attorney of that county, prosecute any misdemeanor committed within the city arising out of violation of state law, as specified. This bill would remove the above-described consent requirement and, instead, authorize the city attorney of any general law city or chartered city to prosecute any misdemeanor committed within the city arising out of violation of state law. (Based on 02/12/2024 text)

Location: 02/26/2024 - Assembly PUB. S.

Introduced: 02/12/2024

Current Text: 02/12/2024 - Introduced

[AB 2814](#) [Low, D](#) [HTML](#) [PDF](#)

Crimes: unlawful entry: intent to commit package theft.

Progress bar



Tracking form

Position

Bill information

Status: 03/04/2024 - Referred to Com. on PUB. S.

Summary: Would prohibit a person from entering the curtilage of a home, as defined, with the intent to commit theft of a package shipped through the mail or delivered by a public or private carrier. The bill would make a violation of that prohibition punishable as either a misdemeanor or a felony, as specified. By creating a new crime, the bill would impose a state-mandated local program. (Based on 02/15/2024 text)

Location: 03/04/2024 - Assembly PUB. S.

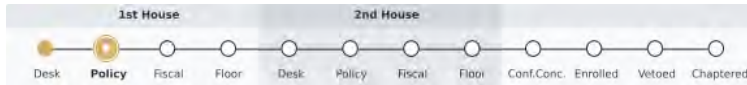
Current Text: 02/15/2024 - Introduced

Introduced: 02/15/2024

[AB 2943](#) [Zbur, D](#) [HTML](#) [PDF](#)

Crimes: shoplifting.

Progress bar



Tracking form

Position

Bill information

Status: 03/11/2024 - Referred to Com. on PUB. S.

Summary: Existing law divides theft into grand theft and petty theft. Existing law punishes petty theft as a misdemeanor while grand theft is punished as either a misdemeanor or a felony. Existing law lists specific types of theft which are grand theft and all other cases of theft as petty theft. Existing law authorizes a person to be charged with grand theft if the property taken exceeds \$950 over the course of distinct but related acts. This bill would clarify that those related acts include acts committed against multiple victims or in counties other than the county of the current offense. This bill contains other related provisions and other existing laws. (Based on 02/15/2024 text)

Location: 03/11/2024 - Assembly PUB. S.

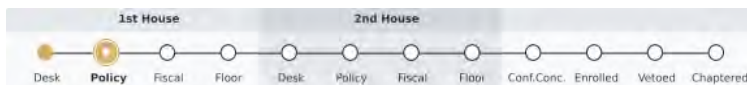
Current Text: 02/15/2024 - Introduced

Introduced: 02/15/2024

[AB 3085](#) [Gipson, D](#) [HTML](#) [PDF](#)

Vehicles: street takeovers, sideshows, and racing.

Progress bar



Tracking form

Position

Bill information

Status: 03/11/2024 - Referred to Coms. on TRANS. and PUB. S.

Summary: Current law makes it a crime for a person to engage in a motor vehicle speed contest on a highway or an exhibition of speed on a highway, or to aid or abet therein. Current law makes it a crime to drive a vehicle upon a highway in willful or wanton disregard for the safety of persons or property. Current law imposes 2 violation points against a driver's record for purposes of the suspension or revocation of the privilege to drive if a driver is convicted of reckless driving or engaging in

a motor vehicle speed contest or exhibition of speed. Commencing July 1, 2025, a court may suspend a person's driver's license for 90 days to 6 months for an exhibition of speed, or aiding and abetting an exhibition of speed, if the violation occurred as part of a sideshow. This bill would increase the penalties for these offenses when the violations occur as part of a vehicle sideshow, as defined. The bill would make a violation of these offenses punishable as a misdemeanor or felony. The bill would, upon conviction, require the court to order the defendant to attend and complete a victim impact program, as specified. The bill would authorize the court to have the vehicle impounded for up to 30 days, unless there is an undue hardship or other good cause, as specified. (Based on 02/16/2024 text)

Location: 03/11/2024 - Assembly TRANS.

Current 02/16/2024 - Introduced

Introduced: 02/16/2024

Text:

[SB 21](#) [Umberg, D](#) [HTML](#) [PDF](#)

Controlled substances.

Progress bar



Tracking form

Position

Bill information

Status: 01/17/2024 - From committee with author's amendments. Read second time and amended. Re-referred to Com. on APPR.

Summary: Current law makes it a crime to possess for sale or purchase for purpose of sale, transport, or sell, various controlled substances, including, among others, fentanyl. This bill would require a person who is convicted of, or who pleads guilty or no contest to, the above-described crimes as they relate to fentanyl to receive a written advisory of the danger of distribution of controlled substances and that, if a person dies as a result of that action, the distributor can be charged with homicide or murder. The bill would require that the fact the advisory was given be on the record and recorded on the abstract of the conviction. This bill would authorize a defendant who is charged with the above-described crimes to undergo a treatment program in lieu of a grant of probation or a jail or prison sentence if certain conditions are met. (Based on 01/17/2024 text)

Location: 06/13/2023 - Assembly APPR.

Current 01/17/2024 - Amended

Text:

Introduced: 12/05/2022

Last 01/17/2024

Amend:

[SB 719](#) [Becker, D](#) [HTML](#) [PDF](#)

Law enforcement agencies: radio communications.

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Tracking form

Position

Bill information

Status: 01/30/2024 - Failed Deadline pursuant to Rule 61(b)(3). (Last location was THIRD READING on 1/23/2024)

Summary: Current law authorizes the Attorney General to adopt policies, procedures, and practices related to the use of the California Law Enforcement Telecommunications System (CLETS). These rules require a participating agency to restrict access to CLETS and define "access" as the ability to see or hear any information obtained from CLETS. This bill would require a law enforcement agency, including the Department of the California Highway Patrol, municipal police departments, county sheriff's departments, and specified local law enforcement agencies, to, by no later than January 1, 2025, ensure public access, in real time, to the radio communications of that agency, as specified. The bill would exempt university and college police departments from the public access requirement. By imposing new duties on local law enforcement, this bill would create a state-mandated local program. (Based on 01/23/2024 text)

Location: 01/31/2024 - Senate DEAD

Introduced: 02/16/2023

Current Text: 01/23/2024 - Amended

Last Amend: 01/23/2024

[SB 905](#) [Wiener, D](#) [HTML](#) [PDF](#)

Crimes: theft from a vehicle.

Progress bar



Tracking form

Position

Bill information

Status: 03/18/2024 - From committee with author's amendments. Read second time and amended. Re-referred to Com. on PUB S.

Summary: Would make forcibly entering a vehicle, as defined, with the intent to commit a theft therein a crime punishable by imprisonment in a county jail for a period not to exceed one year or imprisonment in a county jail for 16 months, or 2 or 3 years. By creating a new crime, this bill would impose a state-mandated local program. (Based on 03/18/2024 text)

Location: 02/14/2024 - Senate PUB. S.

Introduced: 01/04/2024

Current Text: 03/18/2024 - Amended

Last Amend: 03/18/2024

[SB 908](#) [Cortese, D](#) [HTML](#) [PDF](#)

Fentanyl: child deaths.

Progress bar



Tracking form

Position

Bill information

Status: 03/20/2024 - Referred to Com. on RLS. From committee with author's amendments. Read second time and amended. Re-referred to Com. on RLS.

Summary: Current law establishes the State Department of Public Health to implement and administer various programs relating to public health. The department administers the California Overdose Surveillance Dashboard that provides data on state- and local-level drug-related overdose outcomes for California, including, among other data, the number of deaths related to fentanyl overdoses. Current law requires the department to update the dashboard to reflect additional information, as specified. This bill would require the department to utilize its data to monitor and identify current trends of fentanyl-related deaths of children 0 to 5 years of age, inclusive. The bill would require the department to develop guidance and spread awareness of the trends to protect and prevent children from fentanyl exposure. (Based on 03/20/2024 text)

Location: 01/08/2024 - Senate RLS.

Introduced: 01/08/2024

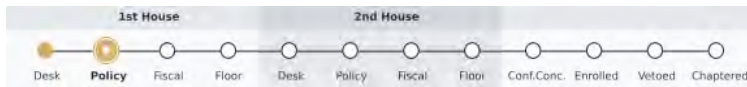
Current Text: 03/20/2024 - Amended

Last Amend: 03/20/2024

[SB 910](#) [Umberg, D](#) [HTML](#) [PDF](#)

Treatment court program standards.

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Tracking form

Position

Bill information

Status: 03/20/2024 - Set for hearing April 10.

Summary: Current law states the intent of the Legislature that drug court programs be designed and operated in accordance with specified standards developed by the National Association of Drug Court Professionals and Drug Court Standards Committee. Current law further states the intent of the Legislature that key programs of the drug court programs include, among other things, integration by drug courts of alcohol and other drug treatment services. This bill would instead require that treatment court programs be designed and operated in accordance with the "Adult Treatment Court Best Practice Standards" developed by All Rise. The bill would revise the key components to be included in treatment court programs, including requiring a system of incentives, sanctions, and service adjustments to achieve participant success. (Based on 02/26/2024 text)

Location: 03/06/2024 - Senate HEALTH

Introduced: 01/08/2024

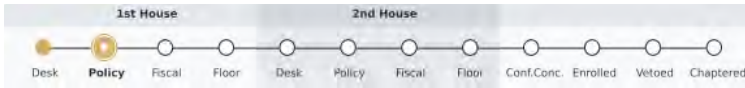
Current Text: 02/26/2024 - Amended

Last Amend: 02/26/2024

[SB 923](#) [Archuleta, D](#) [HTML](#) [PDF](#)

Theft.

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Tracking form

Position

Bill information

Status: 03/26/2024 - Set for hearing April 16.

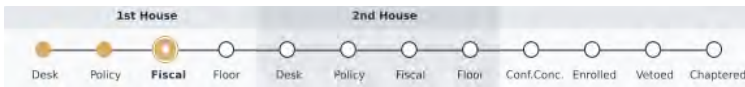
Summary: The Safe Neighborhoods and Schools Act, enacted by Proposition 47, as approved by the voters at the November 4, 2014, statewide general election, defines and prohibits an act of shoplifting and prohibits prosecution for an act of shoplifting under any other law. Existing law defines shoplifting as entering a commercial establishment with intent to commit larceny while the establishment is open during regular business hours. This bill would revise the definition of shoplifting to require an intent to steal retail property or merchandise. This bill contains other related provisions and other existing laws. (Based on 03/18/2024 text)

Location: 02/14/2024 - Senate PUB. S.
Introduced: 01/11/2024
Current Text: 03/18/2024 - Amended
Last Amend: 03/18/2024

[SB 982](#) [Wahab, D](#) [HTML](#) [PDF](#)

Crimes: organized theft.

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Tracking form

Position

Bill information

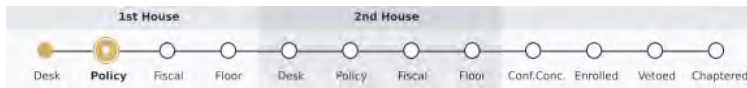
Status: 03/12/2024 - From committee: Do pass and re-refer to Com. on APPR. (Ayes 5. Noes 0.) (March 12). Re-referred to Com. on APPR.

Summary: Current law, until January 1, 2026, makes a person guilty of organized retail theft, punishable as a misdemeanor or a felony, as specified, if the person acts in concert with one or more persons to steal merchandise from one or more merchant's premises or online marketplaces with the intent to sell or return the merchandise for value, acts in concert with 2 or more persons to receive, purchase, or possess merchandise knowing or believing it to have been stolen, acts as an agent of another to steal merchandise from one or more merchant's premises or online marketplaces as part of an organized plan to commit theft, or recruits, coordinates, organizes, supervises, directs, manages, or finances another to undertake acts of theft. This bill would extend the operation of the crime of organized retail theft indefinitely. (Based on 03/05/2024 text)

Location: 03/12/2024 - Senate APPR.
Introduced: 01/29/2024
Current Text: 03/05/2024 - Amended
Last Amend: 03/05/2024

Encampments: penalties.

Progress bar



Tracking form

Position

Bill information

Status: 02/23/2024 - Set for hearing April 16.

Summary: Under current law, a nuisance is anything that is injurious to health or indecent or offensive to the senses, or an obstruction to the free use of property, so as to interfere with the comfortable enjoyment of life or property. Current law also provides that a nuisance is anything that obstructs the free passage or use of any public park, square, street, or highway, among other things. Under current law, a public nuisance is a nuisance that affects the entire community, neighborhood, or a considerable number of persons. Current law provides various remedies against a public nuisance, including abatement by any public body or officer authorized by law. This bill would prohibit a person from sitting, lying, sleeping, or storing, using, maintaining, or placing personal property upon a street or sidewalk if a homeless shelter, as defined, is available to the person. The bill would also prohibit sitting, lying, sleeping, or storing, using, maintaining, or placing personal property within 500 feet of a public or private school, open space, or major transit stop, as specified. The bill would specify that a violation of this prohibition is a public nuisance that can be abated and prevented, as specified. The bill would also provide that a violation of the prohibition may be charged as a misdemeanor or an infraction, at the discretion of the prosecutor. The bill would prohibit a person from being found in violation of the bill's provisions unless provided notice, at least 72 hours before commencement of any enforcement action, as specified. (Based on 02/05/2024 text)

Location: 02/14/2024 - Senate PUB. S.

Current Text: 02/05/2024 - Introduced

Introduced: 02/05/2024

Marketplaces: online marketplaces.

Progress bar



Tracking form

Position

Bill information

Status: 03/26/2024 - Set for hearing April 2.

Summary: Current law generally requires an online marketplace to require a high-volume third-party seller on the online marketplace to make certain disclosures. Current law requires an online marketplace to suspend future sales activity of a high-volume third-party seller that is not in compliance with those information sharing requirements, as specified. Current law imposes certain information retention and security requirements on an online marketplace and prohibits specified uses of that information. Current law generally defines a "high-volume third-party seller," for purposes of the above-

described provisions, as a third-party seller who has entered into a certain number of consumer product sales transactions through an online marketplace for which payment is processed by the online marketplace, as specified. Current law defines an “online marketplace,” for purposes of those provisions, as a consumer-directed, electronically accessed platform that includes features that allow for, facilitate, or enable, and are used by, a third-party seller to engage in the sale, purchase, payment, storage, shipment, or delivery of a consumer product and that has a contractual relationship with consumers governing their use of the platform to purchase consumer products. This bill would revise the types of transactions that qualify a third-party seller as a “high-volume third-party seller,” for those purposes. (Based on 03/19/2024 text)

Location: 02/21/2024 - Senate JUD.

Introduced: 02/14/2024

Current Text: 03/19/2024 - Amended

Last Amend: 03/19/2024

[SB 1242](#) [Min, D](#) [HTML](#) [PDF](#)

Crimes: fires.

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Tracking form

Position

Bill information

Status: 03/26/2024 - Set for hearing April 2.

Summary: Current law prohibits unlawfully causing a fire by recklessly setting fire to, burning, or causing to be burned, any structure, forest land, or property. A violation of this prohibition is punishable as either a misdemeanor or a felony. This bill would, for the purposes of sentencing for a violation of these provisions, make it a factor in aggravation that the offense was carried out within a merchant's premises in order to facilitate organized retail theft. (Based on 03/19/2024 text)

Location: 02/29/2024 - Senate PUB. S.

Introduced: 02/15/2024

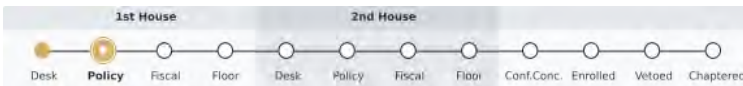
Current Text: 03/19/2024 - Amended

Last Amend: 03/19/2024

[SB 1385](#) [Roth, D](#) [HTML](#) [PDF](#)

Medi-Cal: Supervising providers.

Progress bar



Tracking form

Position

Bill information

Status: 03/21/2024 - Withdrawn from committee. Re-referred to Com. on RLS.

Summary: On July 26, 2022, the federal Centers for Medicare and Medicaid Services approved the department's Medicaid State Plan Amendment to add community health workers as a preventive service. Under current law, the State Department of Health Care Services is required, through existing and regular stakeholder processes, to inform stakeholders about, and accept input from stakeholders on, implementation of the community health worker services benefit. This bill would require Medi-Cal managed care plans to adopt policies and procedures to effectuate a billing pathway for supervising providers, as defined, to claim for the provision of community health worker services to enrollees during an emergency department visit and as an outpatient followup to an emergency department visit that are consistent with guidance developed by the department pursuant to the stakeholder process described above. The bill would require the department to develop similar guidance to be used by supervising providers to claim for community health worker services to fee-for-service beneficiaries in the settings described above. The bill would define a "supervising provider" for purposes of these provisions as an enrolled Medi-Cal provider that submits claims for services provided by a community health worker, ensures that a community health worker meets the qualifications as required by the department, and directly or indirectly oversees community health workers and the services they deliver to Medi-Cal beneficiaries. (Based on 03/20/2024 text)

Location: 03/21/2024 - Senate RLS.

Introduced: 02/16/2024

Current Text: 03/20/2024 - Amended

Last Amend: 03/20/2024

[SB 1416](#) [Newman, D](#) [HTML](#) [PDF](#)

Sentencing enhancements: sale, exchange, or return of stolen property.

Progress bar



Tracking form

Position

Bill information

Status: 03/20/2024 - From committee with author's amendments. Read second time and amended. Re-referred to Com. on RLS.

Summary: Would create sentencing enhancements for selling, exchanging, or returning for value, or attempting to sell, exchange, or return for value, any property acquired through one or more acts of shoplifting, theft, or burglary from a retail business, if the property value exceeds specified amounts. The bill would additionally make these enhancements apply to any person acting in concert with another person to violate these provisions. By adding new sentencing enhancements, this bill would impose a state-mandated local program. (Based on 03/20/2024 text)

Location: 02/16/2024 - Senate RLS.

Introduced: 02/16/2024

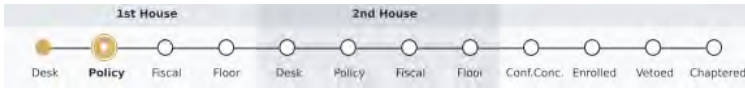
Current Text: 03/20/2024 - Amended

Last Amend: 03/20/2024

[SB 1468](#) [Ochoa Bogh, R](#) [HTML](#) [PDF](#)

Healing arts boards: informational and educational materials for prescribers of narcotics: federal "Three Day Rule."

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Tracking form

Position

Bill information

Status: 03/20/2024 - From committee with author's amendments. Read second time and amended. Re-referred to Com. on RLS.

Summary: Current law regulates healing arts practitioners by various boards under the Department of Consumer Affairs. Current federal regulations, known as the "Three Day Rule," authorize a practitioner who is not specifically registered to conduct a narcotic treatment program to dispense not more than a 3-day supply of narcotic drugs, in accordance with applicable federal, state, and local laws, to one person or for one person's use at one time for the purpose of initiating maintenance treatment or detoxification treatment while arrangements are being made for referral for treatment, as specified. This bill would require each board that licenses a prescriber, as defined, to develop and biannually disseminate to each licensee informational and educational material regarding the "Three Day Rule," and would require the Medical Board of California to also biannually disseminate the material it develops to each acute care hospital in the state. (Based on 03/20/2024 text)

Location: 02/16/2024 - Senate RLS.

Introduced: 02/16/2024

Current Text: 03/20/2024 - Amended

Last Amend: 03/20/2024

[SB 1502](#) [Ashby, D](#) [HTML](#) [PDF](#)

Controlled substances: xylazine.

Progress bar



Tracking form

Position

Bill information

Status: 03/20/2024 - From committee with author's amendments. Read second time and amended. Re-referred to Com. on RLS.

Summary: The California Uniform Controlled Substances Act categorizes controlled substances into 5 schedules and places the greatest restrictions on those substances contained in Schedule I. Under existing law, the substances in Schedule I are deemed to have a high potential for abuse and no accepted medical use while substances in Schedules II through V are substances that have an accepted medical use, but have the potential for abuse. Current law restricts the prescription, furnishing, possession, sale, and use of controlled substances, and makes a violation of those laws a crime, except as specified. This bill would add xylazine to the list of Schedule III substances, as specified. If an animal drug containing xylazine that has been approved under the federal Food, Drug and Cosmetic Act is not available for sale in California, the bill would create an exception for a substance that is intended to be used to compound an animal drug or an animal drug compound containing xylazine, as specified. (Based on 03/20/2024 text)

Location: 02/16/2024 - Senate RLS.

Introduced: 02/16/2024

Current Text: 03/20/2024 - Amended

Last 03/20/2024
Amend:

Subject: Regional Issues and Collaboration LAP

[AB 52](#) [Grayson, D](#) [HTML](#) [PDF](#)

Income tax credit: sales and use taxes paid: manufacturing equipment: research and development equipment.

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Tracking form

Position

Bill information

Status: 09/01/2023 - In committee: Held under submission.

Summary: The Bradley-Burns Uniform Local Sales and Use Tax Law, authorizes counties and cities to impose local sales and use taxes in conformity with the Sales and Use Tax Law, and current laws authorize districts, as specified, to impose transactions and use taxes in accordance with the Transactions and Use Tax Law, which generally conforms to the Sales and Use Tax Law. Exemptions from state sales and use taxes are automatically incorporated into the local tax laws. This bill would allow, for a taxable year beginning on or after January 1, 2024, and before January 1, 2029, a credit against those taxes to a taxpayer in an amount equal to the amount of tax reimbursement paid during the taxable year for sales tax on gross receipts that would be exempt from taxation under the Sales and Use Tax Law pursuant to the sales and use tax exemption described above but for the provision that prohibits that exemption from applying with respect to any tax levied by a county, city, or district pursuant to, or in accordance with, the Bradley-Burns Uniform Local Sales and Use Tax Law or the Transactions and Use Tax Law, sales and use taxes imposed pursuant to certain provisions of the Sales and Use Tax Law, and sales and use taxes imposed pursuant to certain provisions of the California Constitution. (Based on 06/15/2023 text)

Location: 06/26/2023 - Senate APPR. SUSPENSE FILE

Introduced: 12/05/2022

Current Text: 06/15/2023 - Amended

Last Amend: 06/15/2023

[AB 2338](#) [Jones-Sawyer, D](#) [HTML](#) [PDF](#)

Statewide Homelessness Coordinator.

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Tracking form

Position

Bill information

Status: 03/13/2024 - In committee: Set, first hearing. Hearing canceled at the request of author.

Summary: Current law requires the Interagency Council on Homelessness to, among other things, identify mainstream resources, benefits, and services that can be accessed to prevent and end homelessness in California and promote systems integration to increase efficiency and effectiveness to address the needs of people experiencing homelessness. This bill would require the Governor to appoint a Statewide Homelessness Coordinator, within the Governor's office, to serve as the lead person for ending homelessness in California. This bill would require the coordinator to perform prescribed duties, including, among others, identifying a local leader in each relevant city, county, city and county, or other jurisdiction to serve as a liaison between the coordinator and that jurisdiction, overseeing homelessness programs, services, data, and policies between federal, state, and local agencies, coordinating the timing of release of funds and applications for funding for housing and housing-based services impacting Californians experiencing homelessness, and, in collaboration with local leaders, providing annual recommendations to the Legislature and the Governor, as specified. (Based on 03/04/2024 text)

Location: 03/04/2024 - Assembly H. & C.D.
Introduced: 02/12/2024

Current Text: 03/04/2024 - Amended
Last Amend: 03/04/2024

[AB 2682](#) [Kaira, D](#) [HTML](#) [PDF](#)

Santa Clara Valley Open-Space Authority.

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Tracking form

Position

Bill information

Status: 03/04/2024 - Referred to Com. on L. GOV.

Summary: Current law authorizes the Santa Clara Valley Open-Space Authority, among other things, to acquire, hold, use, enjoy, and lease or dispose of real and personal property, within or without the authority's jurisdiction, necessary to the full exercise of its powers. Current law requires the authority to acquire remote ranchlands east of the westernmost ridgeline of the Diablo Range as permanent open space only through conservation easement purchases or the granting of lands or conservation easements by owners to the authority. This bill would instead require the authority to acquire remote ranchlands east of the westernmost ridgeline of the Diablo Range as permanent open space only from willing sellers through conservation easement or fee title purchases or the granting of lands or conservation easements by owners to the authority. (Based on 02/14/2024 text)

Location: 03/04/2024 - Assembly L. GOV.
Introduced: 02/14/2024

Current Text: 02/14/2024 - Introduced

Subject: Sustainability and Environmental Protection LAP

[AB 573](#) [Garcia, D](#) [HTML](#) [PDF](#)

Organic waste: meeting recovered organic waste product procurement targets.

Progress bar



Tracking form

Position

Bill information

Status: 09/01/2023 - Failed Deadline pursuant to Rule 61(a)(11). (Last location was APPR. SUSPENSE FILE on 8/14/2023)(May be acted upon Jan 2024)

Summary: Current law requires the State Air Resources Board to approve and begin implementing a comprehensive short-lived climate pollutant strategy to achieve a certain reduction in statewide emissions of methane, including a goal of a 75% reduction in the level of the statewide disposal of organic waste from the 2014 level by 2025. Current law requires the Department of Resources Recycling and Recovery, in consultation with the state board, to adopt regulations to achieve these organic waste reduction goals, that provide for, among other things, the calculation by the department of recovered organic waste product procurement targets for each local jurisdiction, and that may include penalties to be imposed by the department for noncompliance. This bill would require the department, for purposes of those regulations, to allow a local jurisdiction, until December 1, 2031, in procuring recovered organic waste products to meet the target procurement requirements, to use California-derived recovered organic waste that the local jurisdiction sends for processing at a facility or operation outside of the state that meets certain conditions, as provided. (Based on 07/13/2023 text)

Location: 09/01/2023 - Senate 2 YEAR

Introduced: 02/08/2023

Current 07/13/2023 - Amended

Text:

Last 07/13/2023

Amend:

[AB 1567](#) [Garcia, D](#) [HTML](#) [PDF](#)

Safe Drinking Water, Wildfire Prevention, Drought Preparation, Flood Protection, Extreme Heat Mitigation, Clean Energy, and Workforce Development Bond Act of 2024.

Progress bar



Tracking form

Position

Bill information

Status: 06/14/2023 - Referred to Coms. on N.R. & W. and GOV. & F.

Summary: Would enact the Safe Drinking Water, Wildfire Prevention, Drought Preparation, Flood Protection, Extreme Heat Mitigation, Clean Energy, and Workforce Development Bond Act of 2024, which, if approved by the voters, would authorize the issuance of bonds in the amount of \$15,995,000,000 pursuant to the State General Obligation Bond Law to finance projects for safe drinking water, wildfire prevention, drought preparation, flood protection, extreme heat mitigation, clean energy, and workforce development programs. (Based on 05/26/2023 text)

Location: 06/14/2023 - Senate N.R. & W.

Introduced: 02/17/2023

Current 05/26/2023 - Amended

Text:

Last 05/26/2023

Amend:

[AB 2285](#) [Rendon, D](#) [HTML](#) [PDF](#)

Natural resources: equitable outdoor access: 30x30 goal: urban nature-based projects.

Progress bar



Tracking form

Position

Bill information

Status: 04/01/2024 - Re-referred to Com. on W., P., & W.

Summary: Current law declares that it is state policy, among other things, to ensure that all Californians have equitable opportunities to safe and affordable access to nature and access to the benefits of nature, and to prevent and minimize the intentional and unwarranted limitation of sustainable public access to public lands, where appropriate, including, but not limited to, local, regional, state, and federal parks, rivers, lakes, beaches, forests, mountain ranges, deserts, and other natural landscapes. Current law requires specified state agencies to consider and incorporate, as appropriate, the state policy when revising, adopting, or establishing policies, regulations, or grant criteria, or making expenditures, as specified. Current law requires all state agencies implementing the above-described state policy to do so in a manner consistent with the mission of their agency and that protects the health and safety of the public and conserves natural and cultural resources. This bill would provide that, to advance and promote environmental and conservation policies and budget actions, the Governor's office, state agencies, and the Legislature, when distributing resources, shall aspire to recognize the coequal goals and benefits of the 30x30 goal and Outdoors for All, and would require consideration to include, among other things, higher land value acquisition and development costs per acre, the acute health needs of a local population due to historic lack of greenspace access and development externalities, local park needs assessment plans, and the availability of mobility options near a proposed land conservation site. The bill would encourage regulatory agencies, including the Department of Toxic Substances Control, to work with local communities to restore degraded lands that could contribute to a more equitable strategy for meeting the state's goals. The bill would require state funding agencies, including certain state conservancies and the Wildlife Conservation Board, when programming and awarding funds to revise, modify, or amend guidelines as necessary to meet the state's goals, to allow for urban nature-based projects on degraded lands to be eligible and competitive for state funds. (Based on 03/21/2024 text)

Location: 03/19/2024 - Assembly W.,P. & W.

Introduced: 02/08/2024

Current 03/21/2024 - Amended

Text:

Last 03/21/2024

Amend:

[AB 2346](#) [Lee, D](#) [HTML](#) [PDF](#)

Organic waste reduction regulations: procurement of recovered organic waste products.

Progress bar



Tracking form

Position

Bill information

Status: 02/26/2024 - Referred to Com. on NAT. RES.

Summary: Current law requires the State Air Resources Board to complete, approve, and implement a comprehensive strategy to reduce emissions of short-lived climate pollutants in the state to reduce the statewide methane emissions by 40% below 2013 levels by 2030. Current law requires the Department of Resources Recycling and Recovery, in consultation with the state board, to adopt regulations that achieve specified targets for reducing organic waste in landfills, as provided. The department's organic waste regulations require local jurisdictions to annually procure a quantity of recovered organic waste products and to comply with their procurement targets by directly procuring recovered organic waste products for use or giveaway or by requiring, through a written agreement, that a direct service provider to the jurisdiction procure recovered organic waste products, or both. Those regulations specify the types of recovered organic waste products that a jurisdiction may procure, including compost that is produced at a compostable material handling operation or facility, or a specified digestion facility that composts onsite. Other regulations of the department require all compostable materials handling activities to obtain a facility permit from the department prior to commencing operations and meet other specified requirements, but exclude from those requirements certain activities that the regulations state do not constitute a compostable material handling operation or facility, including the composting of green material, agricultural material, food material, and vegetative food material, and the handling of compostable materials under certain conditions, as provided. This bill would authorize local jurisdictions to be credited for the procurement of recovered organic waste products through an agreement with a direct service provider, as defined, and would allow the direct service provider agreement to include the procurement of recovered organic waste products on a prospective or retrospective basis as long as the purchase of those products occurs during the year for which the local jurisdiction seeks credit. (Based on 02/12/2024 text)

Location: 02/26/2024 - Assembly NAT. RES.

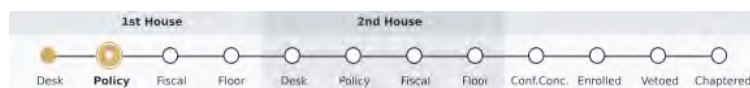
Current Text: 02/12/2024 - Introduced

Introduced: 02/12/2024

[AB 2427](#) [McCarty, D](#) [HTML](#) [PDF](#)

Electric vehicle charging stations: permitting: curbside charging.

Progress bar



Tracking form

Position

Bill information

Status: 03/04/2024 - Referred to Coms. on L. GOV. and TRANS.

Summary: Current law continues into existence the zero-emission vehicle (ZEV) division within GO-Biz as the Zero-Emission Vehicle Market Development Office. Current law references GO-Biz's Electric Vehicle Charging Station Permitting Guidebook, which recommends best practices for electric vehicle supply equipment permitting. This bill would require the office to develop a model permitting checklist, model zoning ordinances, and best practices for permit costs and permit review timelines to help local governments permit curbside charging stations as part of the office's development of the Electric Vehicle Charging Station Permitting Guidebook or any subsequent updates. The bill would also require the office to consult with local governments, electric vehicle service providers, and utilities while developing the above-described materials. (Based on 02/13/2024 text)

Location: 03/04/2024 - Assembly L. GOV.

Current Text: 02/13/2024 - Introduced

Introduced: 02/13/2024

Advanced Clean Fleets regulations: local governments.

Progress bar



Tracking form

Position

Bill information

Status: 03/04/2024 - Referred to Coms. on TRANS. and NAT. RES.

Summary: Current law requires the State Air Resources Board to adopt and implement motor vehicle emission standards, in-use performance standards, and motor vehicle fuel specifications for the control of air contaminants and sources of air pollution that the state board has found necessary, cost effective, and technologically feasible. Pursuant to its authority, the state board has adopted the Advanced Clean Fleets Regulation, which imposes various requirements for transitioning local, state, and federal government fleets of medium- and heavy-duty trucks, other high-priority fleets of medium- and heavy-duty trucks, and drayage trucks to zero-emission vehicles. The Advanced Clean Fleets Regulation authorizes entities subject to the regulation to apply for exemptions from its requirements under certain circumstances. This bill would extend the compliance dates for local government set forth in the Advanced Clean Fleets Regulation by 10 years. The bill would prohibit the state board from taking enforcement action against a local government for violating the Advanced Clean Fleets Regulation if the alleged violation occurs before January 1, 2025. (Based on 02/14/2024 text)

Location: 03/04/2024 - Assembly TRANS.

Introduced: 02/14/2024

Current Text: 02/14/2024 - Introduced

Environmental rights.

Progress bar



Tracking form

Position

Bill information

Status: 03/11/2024 - Referred to Com. on NAT. RES.

Summary: The California Constitution declares various inalienable rights of the people, including the right to enjoy and defend life and liberty, acquire, possess, and protect property, and pursue and obtain safety, happiness, and privacy. This measure would amend the California Constitution to declare that the people have a right to clean air and water and a healthy environment. (Based on 01/25/2024 text)

Location: 03/11/2024 - Assembly NAT. RES.

Introduced: 01/25/2024

Current Text: 01/25/2024 - Introduced

Drought, Flood, and Water Resilience, Wildfire and Forest Resilience, Coastal Resilience, Extreme Heat Mitigation, Biodiversity and Nature-Based Climate Solutions, Climate Smart Agriculture, Park Creation and Outdoor Access, and Clean Energy Bond Act of 2024.

Progress bar



Tracking form

Position

Bill information

Status: 07/06/2023 - July 10 hearing postponed by committee.

Summary: Would enact the Drought, Flood, and Water Resilience, Wildfire and Forest Resilience, Coastal Resilience, Extreme Heat Mitigation, Biodiversity and Nature-Based Climate Solutions, Climate Smart Agriculture, Park Creation and Outdoor Access, and Clean Energy Bond Act of 2024, which, if approved by the voters, would authorize the issuance of bonds in the amount of \$15,500,000,000 pursuant to the State General Obligation Bond Law to finance projects for drought, flood, and water resilience, wildfire and forest resilience, coastal resilience, extreme heat mitigation, biodiversity and nature-based climate solutions, climate smart agriculture, park creation and outdoor access, and clean energy programs. (Based on 06/22/2023 text)

Location: 06/20/2023 - Assembly NAT. RES.

Introduced: 02/17/2023

Current Text: 06/22/2023 - Amended

Last Amend: 06/22/2023

Organic waste reduction: program environmental impact report: green material composting operations.

Progress bar



Tracking form

Position

Bill information

Status: 03/21/2024 - Read second time and amended. Re-referred to Com. on APPR.

Summary: This bill would require the Department of Resources Recycling and Recovery to prepare and certify, by January 1, 2027, a program environmental impact report that streamlines the process with which jurisdictions can develop and site green material composting operations, as defined, for processing organic waste, as specified. (Based on 03/21/2024 text)

Location: 03/20/2024 - Senate APPR.

Introduced: 02/07/2024

Current Text: 03/21/2024 - Amended

Last 03/21/2024

Amend:

[SB 1054](#) [Rubio, D](#) [HTML](#) [PDF](#)

Climate Pollution Reduction in Homes Initiative: natural gas: customer credit.

Progress bar



Tracking form

Position

Bill information

Status: 03/20/2024 - From committee with author's amendments. Read second time and amended. Re-referred to Com. on E., U. & C.

Summary: Would require the State Energy Resources Conservation and Development Commission, in consultation with the Department of Community Services and Development, to develop and supervise the Climate Pollution Reduction in Homes Initiative to require gas corporations to jointly award grants for local service providers, as defined, nonprofit organizations, and regional collections of local governments to provide financial assistance to low-income households for the purchase of zero-carbon-emitting appliances. The bill would require the Energy Commission, as part of developing and administering the initiative, to develop guidelines, as specified, and authorize local service providers, nonprofit organizations, and regional collections of local governments to use those grant moneys for outreach and technical assistance, rebates, loans, installation, educational information, and other support services to assist low-income households. (Based on 03/20/2024 text)

Location: 02/21/2024 - Senate E. U., & C.

Introduced: 02/08/2024

Current 03/20/2024 - Amended

Text:

Last 03/20/2024

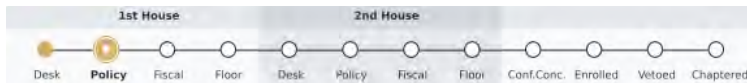
Amend:

Subject: Transportation Issues LAP

[AB 1773](#) [Dixon, R](#) [HTML](#) [PDF](#)

Vehicles: electric bicycles.

Progress bar



Tracking form

Position

Bill information

Status: 04/01/2024 - In committee: Set, first hearing. Hearing canceled at the request of author.

Summary: Current law prohibits the use of a motorized bicycle on a bicycle path or trail, bikeway, bicycle lane, equestrian trail, or hiking or recreational trail, as specified, unless the governing body of a local public agency, which has jurisdiction over the path or trail, permits the operation. Current law authorizes a governing body of a local public agency, which has jurisdiction over the path or trail, to prohibit the use of an electric bicycle on an equestrian trail, or hiking or recreational trail. A violation of the Vehicle Code is a crime and a person convicted of an infraction for a violation of either the Vehicle Code or a local ordinance adopted pursuant to the code is subject to a specified fine schedule, except as otherwise provided. This bill would clarify that a recreational trail for these purposes includes a boardwalk, as defined, regardless of whether the facility also provides bicycle access. Notwithstanding specified law, the bill would impose a fine, not to exceed \$35, against a person convicted of an infraction for a violation of an ordinance prohibiting or regulating electric bicycles on recreational trails. (Based on 02/22/2024 text)

Location: 01/16/2024 - Assembly TRANS.

Introduced: 01/03/2024

Current Text: 02/22/2024 - Amended

Last Amend: 02/22/2024

[AB 1958](#) [Berman, D](#) [HTML](#) [PDF](#)

Santa Clara Valley Transportation Authority: board of directors.

Progress bar



Tracking form

Position

Bill information

Status: 03/21/2024 - Read second time. Ordered to Consent Calendar.

Summary: Current law vests the government of the Santa Clara Valley Transportation Authority (VTA) in a 12-member board of directors, appointed by the County of Santa Clara and the cities within the county, as specified. Current law requires, to the extent possible, the county and cities to appoint individuals to the board of directors who have expertise, experience, or knowledge relative to transportation issues. This bill would require, to the extent possible, the county and cities to appoint individuals to the board of directors who have expertise, experience, or knowledge relative to transportation or project management issues. (Based on 01/29/2024 text)

Location: 03/20/2024 - Assembly CONSENT CALENDAR

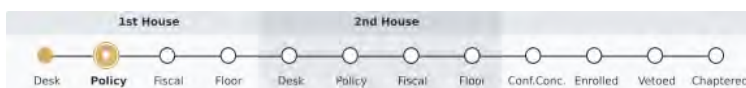
Introduced: 01/29/2024

Current Text: 01/29/2024 - Introduced

[AB 2290](#) [Friedman, D](#) [HTML](#) [PDF](#)

Transportation: Class III bikeways: bicycle facilities: Bikeway Quick-Build Project Pilot Program.

Progress bar



Tracking form

Position

Bill information

Status: 04/01/2024 - From committee chair, with author's amendments: Amend, and re-refer to Com. on TRANS. Read second time and amended.

Summary: Current law establishes 4 classifications of bikeways and defines a "Class III bikeway" as a bikeway that provides a right-of-way on-street or off-street, designated by signs or permanent markings and shared with pedestrians and motorists. This bill would prohibit the allocation of Active Transportation Program funds for a project that creates a Class III bikeway unless the project is on a street with a design speed limit of 20 miles per hour or less or the project will reduce the design speed limit to 20 miles per hour or less. (Based on 04/01/2024 text)

Location: 02/26/2024 - Assembly TRANS.

Introduced: 02/12/2024

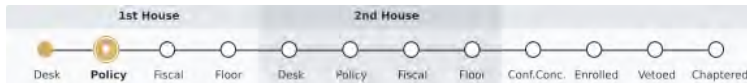
Current Text: 04/01/2024 - Amended

Last Amend: 04/01/2024

[AB 2553](#) [Friedman, D](#) [HTML](#) [PDF](#)

Housing development: major transit stops: vehicular traffic impact fees.

Progress bar



Tracking form

Position

Bill information

Status: 03/21/2024 - Referred to Coms. on L. GOV. and H. & C.D.

Summary: The California Environmental Quality Act (CEQA) exempts from its requirements residential projects on infill sites and transit priority projects that meet certain requirements, including a requirement that the projects are located within 1/2 mile of a major transit stop. CEQA defines "major transit stop" to include, among other locations, the intersection of 2 or more major bus routes with a frequency of service interval of 15 minutes or less during the morning and afternoon peak commute periods. This bill would revise the definition of "major transit stop" to increase the frequency of service interval to 20 minutes. The bill would additionally define "major transit stop" to include a site in an urbanized area that is being served by an on-demand transit service at least 12 hours a day, 7 days a week. Because the bill would require a lead agency to make an additional determination as to whether a location is a major transit stop for purposes of determining whether residential or mixed-use residential projects are exempt from CEQA, this bill would impose a state-mandated local program. (Based on 02/14/2024 text)

Location: 03/21/2024 - Assembly L. GOV.

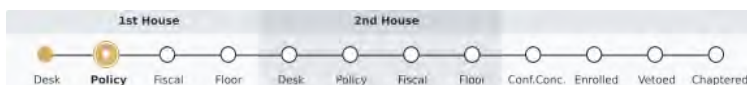
Introduced: 02/14/2024

Current Text: 02/14/2024 - Introduced

[AB 2744](#) [McCarty, D](#) [HTML](#) [PDF](#)

Vehicles: pedestrian, bicycle, and vehicle safety.

Progress bar



Tracking form

Position

Bill information

Status: 04/01/2024 - In committee: Hearing postponed by committee.

Summary: Current law authorizes a legislative body of a city, whenever this legislative body determines that it is necessary for the more efficient maintenance, construction, or repair of streets and roads within the city, to contract with the board of supervisors of any county for the rental of the county's equipment, as specified. This bill would, beginning on January 1, 2025, prohibit the addition of a right-turn or travel lane within 20 feet of a marked or unmarked crosswalk where there is not already a dedicated and marked right-turn or travel lane, and would prohibit vehicles from using this 20-foot area for right turns unless the area is already marked as a dedicated right-turn lane before January 1, 2025. (Based on 02/15/2024 text)

Location: 03/04/2024 - Assembly TRANS.

Introduced: 02/15/2024

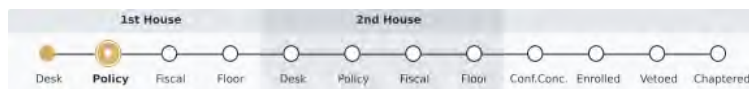
Current 02/15/2024 - Introduced

Text:

[AB 2812](#) [Kalra, D](#) [HTML](#) [PDF](#)

Santa Clara Valley Transportation Authority.

Progress bar



Tracking form

Position

Bill information

Status: 03/12/2024 - Re-referred to Com. on L. GOV.

Summary: The Local Agency Public Construction Act requires contracts of the Santa Clara Valley Transportation Authority for the purchase of supplies, equipment, and materials to be let to the lowest responsible bidder or to the bidder who submits a proposal that provides the best value, as defined, if the amount of the contract exceeds \$150,000 and requires the authority to obtain a minimum of 3 quotations for those contracts between \$3,500 and \$150,000. This bill would increase the first threshold for bidding to apply for contracts that exceed \$200,000 and would require the authority to obtain the minimum of 3 quotations for contracts between \$5,000 and \$200,000. (Based on 03/11/2024 text)

Location: 03/11/2024 - Assembly L. GOV.

Introduced: 02/15/2024

Current 03/11/2024 - Amended

Text:

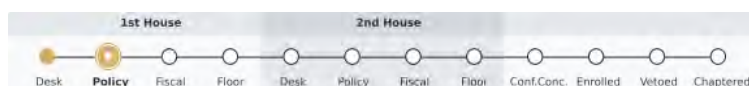
Last 03/11/2024

Amend:

[SB 1216](#) [Blakespear, D](#) [HTML](#) [PDF](#)

Transportation projects: Class III bikeways: prohibition.

Progress bar



Tracking form

Position

Bill information

Status: 03/14/2024 - Set for hearing April 9.

Summary: Would prohibit, on and after January 1, 2025, an agency responsible for the development or operation of bikeways or highways where bicycle travel is permitted from installing a Class III bikeway or restriping a Class III bikeway on a highway that has a posted speed limit greater than 30 miles per hour. (Based on 02/15/2024 text)

Location: 02/29/2024 - Senate TRANS.

Current Text: 02/15/2024 - Introduced

Introduced: 02/15/2024

Subject: Water Supply and Conservation LAP

[AB 460](#) [Bauer-Kahan, D](#) [HTML](#) [PDF](#)

State Water Resources Control Board: water rights and usage: interim relief: procedures.

Progress bar



Tracking form

Position

Bill information

Status: 07/14/2023 - Failed Deadline pursuant to Rule 61(a)(10). (Last location was N.R. & W. on 6/7/2023)(May be acted upon Jan 2024)

Summary: Current law authorizes the State Water Resources Control Board to investigate all streams, stream systems, lakes, or other bodies of water, take testimony relating to the rights to water or the use of water, and ascertain whether water filed upon or attempted to be appropriated is appropriated under the laws of the state. Current law requires the board to take appropriate actions to prevent waste or the unreasonable use of water. This bill would authorize the board, in conducting specified investigations or proceedings to inspect the property or facilities of a person or entity, as specified. The bill would authorize the board, if consent is denied for an inspection, to obtain an inspection warrant, as specified, or in the event of an emergency affecting public health and safety, to conduct an inspection without consent or a warrant. (Based on 05/18/2023 text)

Location: 07/14/2023 - Senate 2 YEAR

Current Text: 05/18/2023 - Amended

Introduced: 02/06/2023

Last Amend: 05/18/2023

[AB 1337](#) [Wicks, D](#) [HTML](#) [PDF](#)

State Water Resources Control Board: water diversion curtailment.

Progress bar



Tracking form

Position

Bill information

Status: 07/14/2023 - Failed Deadline pursuant to Rule 61(a)(10). (Last location was N.R. & W. on 6/7/2023)(May be acted upon Jan 2024)

Summary: Under existing law, the diversion or use of water other than as authorized by specified provisions of law is a trespass, subject to specified civil liability. This bill would expand the instances when the diversion or use of water is considered a trespass. This bill contains other related provisions and other existing laws. (Based on 05/18/2023 text)

Location: 07/14/2023 - Senate 2 YEAR

Introduced: 02/16/2023

Current 05/18/2023 - Amended

Text:

Last 05/18/2023

Amend:

[AB 1827](#) [Papan, D](#) [HTML](#) [PDF](#)

Local government: fees and charges: water: higher-consumptive water parcels.

Progress bar



Tracking form

Position

Bill information

Status: 01/29/2024 - Referred to Com. on L. GOV.

Summary: The California Constitution specifies various requirements with respect to the levying of assessments and property-related fees and charges by a local agency, including requiring that the local agency provide public notice and a majority protest procedure in the case of assessments and submit property-related fees and charges for approval by property owners subject to the fee or charge or the electorate residing in the affected area following a public hearing. This bill would provide that the fees or charges for property-related water service imposed or increased, as specified, may include the incrementally higher costs of water service due to specified factors, including the higher water usage demand of parcels. The bill would provide that the costs associated with higher water usage demands, the maximum potential water use, or a projected peak water usage demand may be allocated using any method that reasonably assesses the water service provider's cost of serving those parcels that are increasing potential water usage demand, maximum potential water use, or project peak water use demand. (Based on 01/12/2024 text)

Location: 01/29/2024 - Assembly L. GOV.

Introduced: 01/12/2024

Current 01/12/2024 - Introduced

Text:

[AB 2257](#) [Wilson, D](#) [HTML](#) [PDF](#)

Local government: property-related water and sewer fees and assessments: remedies.

Progress bar



Tracking form

Position

Bill information

Status: 03/21/2024 - Re-referred to Com. on L. GOV.

Summary: The California Constitution specifies various requirements with respect to the levying of assessments and property-related fees and charges by a local agency, including notice, hearing, and protest procedures, depending on the character of the assessment, fee, or charge. Current law, known as the Proposition 218 Omnibus Implementation Act, prescribes specific procedures and parameters for local jurisdictions to comply with these requirements. This bill would prohibit, if a local agency complies with specified procedures, a person or entity from bringing a judicial action or proceeding alleging noncompliance with the constitutional provisions for any new, increased, or extended fee or assessment, as defined, unless that person or entity has timely submitted to the local agency a written objection to that fee or assessment that specifies the grounds for alleging noncompliance, as specified. This bill would provide that local agency responses to the timely submitted written objections shall go to the weight of the evidence supporting the agency's compliance with the substantive limitations on fees and assessments imposed by the constitutional provisions. (Based on 03/20/2024 text)

Location: 03/19/2024 - Assembly L. GOV.

Introduced: 02/08/2024

Current 03/20/2024 - Amended

Text:

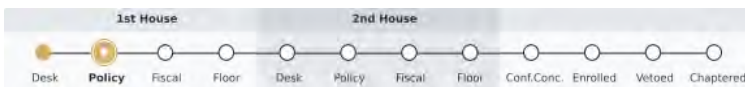
Last 03/20/2024

Amend:

[ACA 2](#) [Alanis, R](#) [HTML](#) [PDF](#)

Water Resiliency Act of 2024.

Progress bar



Tracking form

Position

Bill information

Status: 03/19/2024 - In committee: Set, first hearing. Hearing canceled at the request of author.

Summary: The California Constitution declares that the general welfare requires that the water resources of the state be put to beneficial use to the fullest extent of which they are capable, and that the right to the use of water does not extend to the waste or unreasonable use, method of use, or method of diversion of water. This measure would require the Treasurer to annually transfer an amount equal to 1.5% of all state revenues from the General Fund to the California Water Resiliency Trust Fund, which the measure would create. The measure would continuously appropriate moneys in the fund to the California Water Commission for its actual costs of implementing these provisions and for specified water infrastructure projects. (Based on 03/06/2024 text)

Location: 04/20/2023 - Assembly W.,P. & W.

Current 03/06/2024 - Amended

Text:

Introduced: 12/05/2022

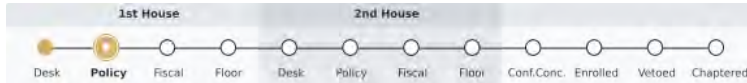
Last 03/06/2024

Amend:

[SB 1210](#) [Skinner, D](#) [HTML](#) [PDF](#)

New housing construction: electrical, gas, sewer, and water service connections: charges.

Progress bar



Tracking form

Position

Bill information

Status: 03/19/2024 - Set for hearing April 2.

Summary: The California Constitution establishes the Public Utilities Commission, with jurisdiction over all public utilities. Current law defines the term “public utility” for certain purposes to include, among other corporations, every gas corporation, electrical corporation, water corporation, and sewer system corporation, where the service is performed for, or the commodity is delivered to, the public or any portion thereof. This bill would, for new housing construction, prohibit a connection, capacity, or other point of connection charge from a public utility, as defined, or a special district, including a municipal utility district, for electrical, gas, sewer, or water service from exceeding 1% of the reported building permit value of that housing unit. The bill would require a public utility or special district to issue an above-described charge over a period of at least 10 years commencing on the date when the housing unit is first occupied, as specified. The bill would require a public utility or special district to publicly report on its internet website the amount of any charge issued each year pursuant the above-described provision by the housing unit’s address. (Based on 03/18/2024 text)

Location: 02/29/2024 - Senate E. U., & C.

Current 03/18/2024 - Amended

Text:

Introduced: 02/15/2024

Last 03/18/2024

Amend:

[SB 1218](#) [Newman, D](#) [HTML](#) [PDF](#)

Water: emergency water supplies.

Progress bar



Tracking form

Position

Bill information

Status: 02/29/2024 - Referred to Com. on N.R. & W.

Summary: Would declare that it is the established policy of the state to encourage and incentivize, but not mandate, the development of emergency water supplies, and to support their use during times of water shortage. (Based on 02/15/2024 text)

Location: 02/29/2024 - Senate N.R. & W.

Introduced: 02/15/2024

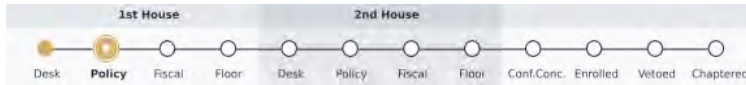
Current 02/15/2024 - Introduced

Text:

[SB 1330](#) [Archuleta, D](#) [HTML](#) [PDF](#)

Urban retail water supplier: water use.

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Tracking form

Position

Bill information

Status: 03/19/2024 - From committee with author's amendments. Read second time and amended. Re-referred to Com. on N.R. & W.

Summary: Current law requires the Department of Water Resources, in coordination with the State Water Resources Control Board, to conduct necessary studies and investigations, and recommend for adoption by the board appropriate variances for unique uses that can have a material effect on an urban retail water supplier's urban water use objective. Current law requires the department, in recommending variances, to also recommend a threshold of significance for each recommended variance. Current law requires an urban retail water supplier to request and receive approval by the board for inclusion of a variance in calculating their water use objective. Current law requires the board to post specified information on its internet website relating to variances, including a list of all urban retail water suppliers with approved variances. This bill would require the board to adopt variances recommended by the department for unique uses that can have a material effect on an urban retail water supplier's urban water use objective. The bill would provide that variances adopted by the board shall not be subject to a threshold of significance. The bill would require an urban retail water supplier to self-certify the amount of water included in its urban water use objective that is attributable to a variance. (Based on 03/19/2024 text)

Location: 02/29/2024 - Senate N.R. & W.

Introduced: 02/16/2024

Current 03/19/2024 - Amended

Text:

Last 03/19/2024

Amend:

Total Measures: 100

Total Tracking Forms: 100



2024 Q1 Legislative Action Summary

Below is a summary of the actions that were taken during 2024 Q1 as they align with the City of Santa Clara's 2024 Legislative Advocacy Positions (LAPs), guiding principles for legislative advocacy, approved City policies (e.g., City Council Goals and Priorities), and/or Council action.

Council Pillar: Deliver and Enhance High-Quality Efficient Services and Infrastructure

- February 15, 2024 Letter of Support for the City's State Budget Requests to Assemblymember Evan Low
- March 12, 2024 Letter of Support for the City's Federal Appropriations Requests to Senators Alex Padilla and Laphonza Butler

Water Supply and Conservation LAP

- March 26, 2024 Letter of support for Santa Clara Valley Water District's FY25 Congressionally Directed Spending Request – Purified Water Demonstration Facility to Senators Patty Murray and Susan Collins

Multiple Legislative Priorities

- January 4, 2024 Letter of support for the CREST Bay Area Proposal – Valley Water Calabazas/San Aquino Creek-Marsh Connection Program to the California State Coastal Conservancy (Sustainability and Environmental Protection and Water Supply and Conservation LAPs)
- January 18, 2024 Letter of support for the Valley Water Pond A4 Resilient Habitat Restoration Project Application to the State Coastal Conservancy Grant Program to the California State Coastal Conservancy (Sustainability and Environmental Protection LAP/ Enhance Community Sports, Council Pillar: Recreational and Arts Assets)
- Co-signed letter regarding FY 2024 Proposed Budget Cuts to Funding for State Coastal Conservancy to Address Sea Level Rise California State to President Pro-tempore Mike McGuire (CA Senate), Speaker Robert Rivas (CA Assembly), Senator Scott Wiener (CA Senate Budget Committee), Assembly Member Jesse Gabriel (CA Assembly Budget Committee), Senator Josh Becker (CA Senate Budget Committee Subcommittee 2), and Assembly Member Steve Bennet (CA Assembly Budget Committee Subcommittee 4) (Regional Issues and Collaboration and Sustainability and Environmental Protection LAPs)



**City of
Santa Clara**
The Center of What's Possible

**Mayor
Lisa M. Gillmor**

February 15, 2024

Honorable Evan Low
California State Assembly, 26th District
1021 O Street, Suite 6110
Sacramento, CA 95814

Re: 2024 State Budget Requests from the City of Santa Clara

Dear Assembly Member Low:

On behalf of the City of Santa Clara, I want to express my gratitude and appreciation to you and your staff for your leadership and support over the years. You have been an integral part of our many successes, and the City is grateful for all that you've done.

As the State Legislature continues the process of shaping the state budget and evaluating where the state's resources are best invested, I understand things are uncertain at best. If the opportunity arises for community requests to be included in the Legislature's budget, I would like to respectfully present a list of priority funding needs for the City and request your partnership to help secure these critical dollars.

Below are the City's priority projects for consideration, along with a brief description and dollar amount. The City appreciates the state's fiscal situation and has tried to select projects that will have significant local and regional impacts, thereby maximizing the return on the state's investment. We are happy to provide more in-depth details and discuss each of these projects further.

I am proud that our values and priorities align and look forward to our continued partnership to serve the residents of Santa Clara. Our advocate, Casey Elliott from Townsend Public Affairs, will follow up with your office to schedule a time to discuss our projects in greater detail. Thank you for your consideration and I look forward to continuing our work together.

Sincerely,

Lisa M. Gillmor
Mayor
City of Santa Clara

Title: Temporary to Permanent Community Aquatics Facility

Amount: \$2,000,000

Description: Built in 1967, the George F. Haines International Swim Center (Swim Center) is one of the most historic venues in American sports having produced numerous world records and Olympic swimmers. The Swim Center has also been the home of the world-renowned Santa Clara Aquamaids (now called Santa Clara Artistic Swimming). Under the leadership of Chris Carver (Team USA coach for three Olympics and member of the San Jose Sports Authority Hall of Fame), the Aquamaids are the most decorated synchronized swim team in the world, having produced 24 Olympians. The 2024 U.S. Olympic Team will include four members of Santa Clara Artistic Swimming, including Santa Clara resident Bill May, who will be the first male athlete to compete in team synchronized swimming since Olympic rules were changed last year to allow men to compete in this traditionally-female dominated sport.

In addition to being a major regional hub for swimming events, the Swim Center also plays a vital role in serving the needs of the local Santa Clara community. Located in the City's Central Park, the Swim Center offers a variety of learn-to-swim, competitive swim, lap swim, diving and water aerobic programs that contribute to the health and well-being of Santa Clara residents of all ages.

In January 2024, the City was forced to close the Swim Center when a facility conditions assessment report identified major deficiencies in the administrative building, dive tower, pools, deck and viewing stands due to the age of the 56-year old facility. The City and local partners are committed to identifying a long-term solution to continue the tradition of excellence at the Swim Center, which will require a coordinated community approach and significant investment. In the interim, the long and proud tradition of swimming in Santa Clara is in jeopardy as the swim community is not able to train its athletes and Santa Clara families face severely limited access to community swim programs.

At this time, the City is working to implement a temporary pool facility, using a modular system that allows for the temporary facility to be repurposed into a permanent facility. This solution will benefit the Santa Clara community and swim club activities, during the years that it will take to design, permit, and construct a permanent replacement for the Swim Center. The initial estimate for the temporary facility is \$5,000,000.

Title: Santa Clara Fire Department Mobile Command Vehicle

Amount: \$2,000,000 (can be scaled down to \$1,300,000 if necessary)

Description: The Santa Clara Fire Department provides All-Hazards emergency response to a residential population of 130,000, plus thousands who work in or visit Santa Clara, and up to 70,000 people during events at Levi's Stadium. There are major developments underway in the City that will add tens of thousands more. The City will also host Super Bowl LX and six World Cup 2026 matches at Levi's Stadium in 2026. The Fire Department does not have a Command Vehicle suitable for supporting even moderate incidents like multi-alarm fires. State investment would help the City purchase a vehicle that would address these needs.

Full funding of this request would allow the Fire Department to secure a 42-44-foot, dual axle (fire truck chassis) capable of supporting large-scale, regional emergencies with Unified Command. This vehicle includes a large conference room with video monitors, plus a second room with multiple workstations, as well as satellite, cellular and radio communications, Thermal and HD video, teleconferencing, and is a full-scale mobile command center that could be used as a resource to benefit the entire South Bay region.

This request could be scaled down to \$1,300,000, which would secure a 34-36-foot, single axle (RV chassis) capable of serving as the Fire Incident Command Post for large-scale incidents. This vehicle includes multiple workstations and advanced communications equipment, plus video (Thermal & HD) and is well-equipped for incidents that do not require Unified Command.

Title: Cupertino-Santa Clara On-Demand Micro-Transit Shuttle Project (Silicon Valley Hopper)

Amount: \$2,000,000

Description: The City of Santa Clara has partnered with the City of Cupertino to implement an on-demand micro-transit shuttle project (also known as Silicon Valley Hopper) to serve those who live and work in Cupertino and Santa Clara. With support from a California State Transportation Agency State Transit and Intercity Rail Capital Program (TIRCP) 4-year grant, the goal is to continue Cupertino's existing On-Demand Micro-Transit Shuttle program and expand service into Santa Clara with a fleet of zero-emissions vehicles. Service is being designed to focus on offering improved and affordable connections between local Caltrain, Amtrak, VTA stations to job centers and other key destinations in Cupertino and Santa Clara while providing increased transit access for disadvantaged communities, high poverty zones, and senior populations.

The implementation of Silicon Valley Hopper service in Santa Clara will be completed in two phases. The first phase, which launched in November 2023, provides service for the southern half of Santa Clara (area south of the existing Caltrain tracks) for a period of 2 years. The funding that is being requested would allow for the second phase of service to be implemented in Santa Clara. This phase will extend the program for an additional 2 years, as well as expand service into northern Santa Clara.



March 12, 2024

The Honorable Alex Padilla
United States Senate
331 Hart Senate Office Building
Washington, DC 20510

The Honorable Laphonza Butler
United States Senate
112 Hart Senate Office Building
Washington, DC 20510

RE: Letter of Support for Fiscal Year 2025 Congressionally Directed Spending Requests from the City of Santa Clara

Dear Senator Padilla and Senator Butler:

On behalf of the City of Santa Clara, I want to express my gratitude and appreciation to both of you, and your staff, for your leadership and support. We appreciate the opportunity to work with your offices to bring investments and improvements to the residents, businesses, and visitors to our region.

I also want to highlight the City of Santa Clara's congressionally directed spending requests for the Fiscal Year 2025 Federal Appropriations process and respectfully request your support. Our projects specifically seek to facilitate the development of a regional community asset, increase regional transportation opportunities, provide our community with expanded access to mental health professionals, and create safe streets for bicyclists and pedestrians.

The City's top priority projects are:

1. Temporary to Permanent Community Aquatics Facility - \$2,000,000

Built in 1967, the George F. Haines International Swim Center is one of the most historic venues in American sports having produced numerous world records and Olympic swimmers. The Swim Center has also been the home of the world-renowned Santa Clara Aquamaids (now called Santa Clara Artistic Swimming) and the Santa Clara Swim Club. Under the leadership of Chris Carver (Team USA coach for three Olympics), the Santa Clara Artistic Swimming is the most decorated synchronized swim team in the world. The 2024 U.S. Olympic Team will include four members of Santa Clara Artistic Swimming. In addition to being a major regional hub for swimming events, the Swim Center also plays a vital role in serving the needs of the local Santa Clara community. In January 2024, the City was forced to close the Swim Center when a facility conditions assessment report identified major deficiencies in the administrative building, dive tower, pools, deck and viewing stands due to the age of the 56-year old facility. The City and local partners are committed to identifying a long-term solution to continue the tradition of excellence at the Swim Center, which will require a coordinated community approach and significant investment. The City is working to implement a temporary pool facility that can be repurposed into a permanent facility. The funding requested will benefit the Santa Clara community and regional swim club activities, as it will aid with construction of the facility.

2. Silicon Valley Hopper On-Demand Microtransit Shuttle - \$2,000,000

The City of Santa Clara has partnered with the City of Cupertino to implement an on-demand micro-transit shuttle project, known as Silicon Valley Hopper, to serve those who live and work in Cupertino and Santa Clara. With support from a California State Transportation Agency State Transit and Intercity Rail Capital Program grant, the goal is to continue Cupertino's existing On-Demand Micro-Transit Shuttle Project and expand service into Santa Clara with a fleet of zero-emissions vehicles. Service is being designed to focus on offering improved and affordable connections between local Caltrain, Amtrak, VTA stations to job centers and other key destinations in Cupertino and Santa Clara while providing increased transit access for disadvantaged communities, high poverty zones, and senior populations. The implementation of Silicon Valley Hopper service in Santa Clara will be completed in two phases. The first phase, which launched in November 2023, provides service for the southern half of Santa Clara for a period of two years. The requested funding would allow for the second phase of service to be implemented in Santa Clara, which will extend the program for an additional two years and expand service into northern Santa Clara.

3. 24/7, 365 Mental Health/Crisis Response Coverage - \$1,935,500

The Santa Clara Police Department's Community Response Team (CRT) manages a caseload of "quality of life" issues and offenses. The team addresses and responds to the most concerning societal issues facing our community today, including homelessness, mental health crises, and human trafficking. The CRT has also taken a leading role in community policing and building a collaborative network inside and outside of law enforcement as reflected by its implementation of a Special Needs Awareness Program (SNAP) to provide first responders with important information when responding to calls for service that involve individuals who may have a memory disorder, hearing impairment, autism or other behavioral disability. Participation in SNAP is voluntary and confidential and allows family members/caregivers to provide a picture of the individual, details related to their condition and instructions on how to best interact with that person. The CRT also oversees the department's oversight of businesses regulated by City, State, and federal laws including inspections and corresponding investigations and is a liaison to Santa Clara University for student education and enforcement on a variety of issues including drug/alcohol use and neighbor relations. The funding requested would allow the CRT to expand services to provide mental health/crisis response coverage 24-hours a day, 365 days a year.

4. Pruneridge Avenue Complete Streets Project - \$2,000,000

The City of Santa Clara adopted the Pruneridge Avenue Complete Streets Plan in 2022 to implement buffered bicycle lanes along the Pruneridge Avenue corridor in Santa Clara. This east-west roadway is an important part of the County of Santa Clara's cross-county bicycle corridor network and connects schools and employment centers to and from the region. The project will remove portions of travel lanes along Pruneridge Avenue to complete this important cross-county bicycle network and enhance intersections along the corridor with pedestrian improvements such as quick-build curb extensions, ADA curb ramps, and pedestrian signal enhancements. The funding that is requested will support the City's construction of this priority bicycle and pedestrian improvement project in Santa Clara.

Letter of Support for Fiscal Year 2025 Congressionally Directed Spending Requests from the City of
Santa Clara
March 12, 2024
Page 3 of 3

Thank you for your consideration in championing these projects to help secure congressionally directed spending that will support the efforts of the City and benefit the region and State of California.

Sincerely,

A handwritten signature in blue ink that reads "Lisa M. Gillmor". The signature is written in a cursive, flowing style.

Lisa M. Gillmor
Mayor
City of Santa Clara



March 26, 2024

The Honorable Patty Murray
Chair, Committee on Appropriations
United States Senate
Room S-128, The Capitol
Washington, DC 20510

The Honorable Susan Collins
Vice Chair, Committee on Appropriations
United States Senate
Room S-128, The Capitol
Washington, DC 20510

RE: Support for FY25 Congressionally Directed Spending Request – Purified Water Demonstration Facility

Dear Chair Murray and Vice Chair Collins:

On behalf of the City of Santa Clara, I am writing in support of the Santa Clara Valley Water District's (Valley Water) Fiscal Year 2025 Congressionally Directed Spending request for its Purified Water Demonstration Facility.

Valley Water has a long-term goal of producing up to 24,000 acre-feet per year of purified water for direct potable reuse by the year 2040. Developing a locally controlled, reliable, and drought resilient water supply is critical in the face of climate change. Cyclical climate changes and dry conditions have placed enormous strain on existing sources, such as imported water from the Sacramento-San Joaquin River Delta and stored local water supplies. Santa Clara County faces additional water supply challenges driven by a growing population and economy. We must diversify our water supply portfolio to ensure that we meet this increased demand amid increasing uncertainties in available water supply sources.

This project, a joint effort between Valley Water and the Cities of Santa Clara and San José, is the first phase of a full-scale facility to provide purified water for direct potable reuse in Santa Clara County, the heart of Silicon Valley. Until recently, California communities could use recycled water for drinking only if that water was first filtered through a reservoir or aquifer. New state regulations adopted in 2023, however, will allow suppliers to distribute recycled water without first putting the water into a reservoir or aquifer. As Valley Water studies the potential for a full-scale potable reuse facility in the future, it must first prove the project's feasibility. This funding request would help support the environmental, design, and early site work for this first-phase demonstration facility.

Thank you for your consideration of this request, and I urge your support for this important drought resilience project.

Sincerely,

Lisa M. Gillmor
Mayor
City of Santa Clara



January 4, 2024

Amy Hutzell
California State Coastal Conservancy
1515 Clay St. 10th Floor
Oakland, CA 94612

RE: Letter of Support – CREST Bay Area Proposal – Valley Water Calabazas/San Tomas Aquino Creek-Marsh Connection Project

Dear Ms. Hutzell,

On behalf of the City of Santa Clara, I am writing to express my support for the California State Coastal Conservancy's CREST Bay Area Proposal to the National Oceanic and Atmospheric Administration (NOAA) Coastal Resilience Regional Challenge Program. The CREST Bay Area Proposal seeks federal grant funding for several shoreline restoration projects on San Francisco Bay, including the Valley Water Calabazas/San Tomas Aquino Creek-Marsh Connection (Creeks Reconnection Project), the first creek-tidal marsh connection project in Lower South San Francisco Bay.

The Creeks Reconnection Project will restore up to 1,800 acres of tidal marsh habitat in former salt production ponds and provide resilient flood protection against sea level rise. Restored marsh will absorb storm surges and protect critical wildlife habitat and shoreline infrastructure from erosion and inundation, while benefiting endangered species such as salt marsh harvest mouse and California Ridgeway's rail. The project will also benefit the nearby disadvantaged community of Alviso. Additionally, the project will expand public shoreline access and contribute toward providing greater recreational opportunities to disadvantaged communities and the greater community.

The Creeks Reconnection Project is consistent with many existing regional programs and plans, and is built upon strong regional partnerships at the local, state, and federal levels. The Project supports planned restoration goals outlined the South Bay Salt Ponds Restoration Project as well as the U.S. Fish and Wildlife Service Tidal Marsh Recovery Plan. The project vision was developed as part of the San Francisco Estuary Partnership's Healthy Watersheds, Resilient Baylands initiative and will promote sediment management strategies contained in the San Francisco Estuary Institute's "Sediment for Survival" report.

Amy Hutzel

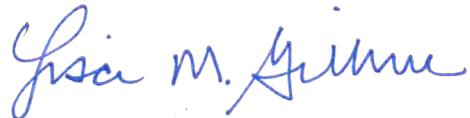
Re: Letter of Support – CREST Bay Area Proposal – Valley Water Calabazas/San Tomas Aquino
Creek-Marsh Connection Project

January 4, 2024

Page 2 of 2

For all the reasons listed above, I strongly support the Bay Area CREST application and urge NOAA to provide grant funds for this critical shoreline transformation proposal. Thank you for your consideration.

Sincerely,



Lisa M. Gillmor
Mayor
City of Santa Clara

Contact:

Tel: (408) 615-2250

Email: MayorAndCouncil@santaclaraca.gov



January 18, 2024

Chairman Douglas Bosco
California State Coastal Conservancy
1515 Clay St 10th Floor
Oakland, CA 94612

Subject: Support for Valley Water Pond A4 Resilient Habitat Restoration Project Application to the State Coastal Conservancy Grant Program

Dear Chair Bosco,

On behalf of the City of Santa Clara, I am writing to express my support for the Pond A4 Resilient Habitat Restoration Project (Project) application to the California Coastal Conservancy Grant Program. The Project is designed to create habitat for threatened and endangered species and promote community flood resilience by constructing wetland and transitional habitat at the southern boundary of Pond A4, a former salt production pond acquired by Valley Water in 2000. Pond A4 will beneficially reuse sediment removed from local creeks as a part of Valley Water's Stream Maintenance Program (SMP) to build necessary staging areas and to construct the ecotone.

The Pond A4 ecotone will complement the flood protection benefits of the Sunnyvale East and West Channels, San Francisco Bay Shoreline Protection, and Calabazas/San Tomas Aquino Creek-Marsh Connection projects by establishing a tidal marsh that would dampen tidal surges and wave-runup and keep pace with projected sea level rise. The Calabazas/San Tomas Aquino Creek-Marsh Connection Project would further enhance the tidal marsh established under the Pond A4 Resilient Habitat Restoration Project by increasing tidal flows in Pond A4.

Additionally, the Project will enhance the user experience for San Francisco Bay Trail (Bay Trail) users. Currently, the segment of the recreational Bay Trail along the southern margin of Pond A4 is heavily used, but the artificial open water of Pond A4 separates the trail from more visually interesting natural bay shoreline and sloughs. By converting a portion of the open water to habitat bench, it will bring restored natural habitat closer to the Bay Trail, enhancing the trail users' visual enjoyment and appreciation of these natural areas and the many bird species that will forage in this area. Valley Water also proposes to add interpretative/educational signage created in collaboration with indigenous communities and ecologists to the trail to improve the user experience.

Chairman Douglas Bosco

Subject: Support for Valley Water Pond A4 Resilient Habitat Restoration Project Application to the State Coastal Conservancy Grant Program

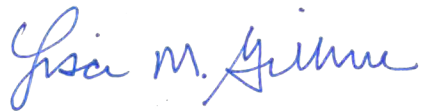
January 18, 2024

Page 2 of 2

The benefits of this Project, explained above, represent the realization of goals that the City of Santa Clara shares with Valley Water and its other regional partners. Valley Water has a long-term goal of restoring the entirety of Pond A4 to tidal marsh habitat as part of the future Calabazas and San Tomas Aquino Creek-Marsh Connection Project. The infrastructure improvements included in the Project will facilitate the transport of that sediment to the pond, and at a future time, the Project restoration area will be incorporated into the larger tidal marsh. Thus, the multi-benefit Pond A4 Resilient Habitat Restoration Project will both provide near-term habitat improvement and support long-term restoration of hundreds of acres of tidal marsh habitat within Pond A4, promoting climate resiliency, biodiversity, and native sensitive species recovery. The Project is consistent with many existing regional programs and plans, and is built upon strong regional partnerships at the federal, state, and local levels. The commitment to sustainability, environmental protection and enhancing recreational opportunities, represented by this project, is a commitment that the City of Santa Clara and Valley Water share. The long-term benefits of the project will serve our shared constituents and the region as a whole.

For all the reasons listed above, I strongly support Valley Water's grant application for the Pond A4 Resilient Habitat Restoration Project and urge you to provide grant funds for this critical project. Thank you for your consideration.

Sincerely,



Lisa M. Gillmor
Mayor
City of Santa Clara

Contact:
Tel: (408) 615-2250
Email: MayorAndCouncil@santaclaraca.gov

The Honorable Mike McGuire
President Pro-Tempore
California State Senate

The Honorable Robert Rivas
Speaker of the Assembly
California State Assembly

The Honorable Scott D. Wiener
Chair, Senate Budget Committee
California State Senate

The Honorable Jesse Gabriel
Chair, Assembly Budget Committee
California State Assembly

The Honorable Josh Becker
Chair, Senate Budget Subcommittee 2
California State Senate

The Honorable Steve Bennett
Chair, Assembly Budget Subcommittee 4
California State Assembly

Re: FY 2024 Proposed Budget cuts to Funding for State Coastal Conservancy to Address Sea Level Rise

Dear President Pro-Tempore McGuire, Speaker Rivas, Senator Becker, Senator Wiener, Assemblymember Bennett, and Assemblymember Gabriel:

Thank you for your continued dedication to advancing a climate resilient California. We write to you today as local leaders in the San Francisco Bay Area, collectively representing more than seven million residents about a matter vital to the safety and quality of life of the communities we serve. Sea level rise in the region is putting hundreds of thousands of residents in harm's way and directly jeopardizing billions of dollars of assets if immediate action is not taken. We respectfully request your support in restoring the proposed cut of \$392 million from the FY 2023-24 state budget for the State Coastal Conservancy to administer shovel-ready flood protection and shoreline restoration projects in the San Francisco Bay Area region.

By 2030, sea levels are anticipated to rise half a foot, and draft state estimates anticipate the ocean and San Francisco Bay to rise by as much as 14 inches above the year 2000 baseline by 2050. Major storms like the atmospheric rivers that the Bay continues to experience will exacerbate the problem. A recent report found that the Bay Area will need an estimated \$110 billion to protect the shoreline from sea level rise and storm flooding. Failure to act quickly increases the price tag—delayed mitigation could cost the region over \$230 billion.

Low-lying coastal regions of the Bay Area are particularly at risk. An estimated 355,000 Bay Area residents live in a 100-year floodplain that also includes \$46.2 billion in structures; 800 miles of roads and highways; 70 miles of critical rail lines; 46 wastewater plants; 35 schools; and 15 hospitals. Some of the Bay Area's biggest companies — including Google, Facebook and Cisco Systems — are also at risk. What's more, coastal inundation is expected to increase the salinity of our groundwater and mobilize toxins currently located at contaminated coastal sites across the Bay—further jeopardizing the water supply, health, and livelihoods of Bay Area residents.

The California Coastal Conservancy has already identified approximately \$600 million dollars in shovel-ready flood protection and restoration projects in the Bay Area alone that need immediate funding. These projects and restoration efforts need to be in place by 2030 to protect vulnerable communities and critical habitat from inundation. Further, the faster we implement wetland restoration projects around the Bay, the longer these natural systems will have to sequester carbon from the atmosphere, providing a critical nature-based solution to support California's greenhouse gas reduction goals.

Thank you for considering this request. We stand ready to work with you to boost state budget funding for accelerating urgent climate adaptation in the Bay Area.

Signed,

Lisa M. Gillmor
Mayor, City of Santa Clara

Larry Klein
Mayor, City of Sunnyvale

Matt Mahan
Mayor, City of San José

Carmen Montano
Mayor, City of Milpitas

Pat Showalter
Mayor, City of Mountain View

Greer Stone
Mayor, City of Palo Alto

David J. Canepa
Supervisor, San Mateo County District 5

Noelia Corzo
Supervisor, San Mateo County District 2

John Gioia,
Supervisor, Contra Costa County District 1

Susan Gorin
Supervisor, Sonoma County District 1

Otto Lee
Supervisor, Santa Clara County District 3

Aaron Peskin,
Supervisor, San Francisco County District 3

Dave Pine
Supervisor, San Mateo County District 1

Elisa Marquez
Supervisor, Alameda County District 2

S. Joseph Simitian
Supervisor, Santa Clara County District 5

Francisco Zermeno
Councilmember, City of Hayward



Agenda Report

24-75

Agenda Date: 4/23/2024

REPORT TO COUNCIL

SUBJECT

Adoption of a Resolution of Intention for Maintenance District No. 183 - Santa Clara Convention Center Complex

COUNCIL PILLAR

Deliver and Enhance High Quality Efficient Services and Infrastructure

BACKGROUND

In April 1980, the City Council adopted an ordinance providing an alternative method for annually fixing and levying a special benefit assessment for the maintenance districts in the City of Santa Clara. That ordinance (SCCC Section 16.10.490) was required because Proposition 13 prohibited the City from continuing its prior practice of assessing maintenance costs based upon assessed value. The ordinance requires that an annual report is prepared for each maintenance district, which would set the budget for the ensuing year and the formula for the annual assessment levy, and provide a description of each property, including the amount of assessment to be levied against each lot.

The original lease agreements between the Redevelopment Agency of the City of Santa Clara, Santa Clara Convention Hotel Limited Partnership (Hotel), and SCCC Associates II (Techmart) provided for the formation of the District. These agreements also served to apportion the funds necessary to maintain and operate the common improvements serving the Convention Center, Hotel, and Techmart. Hudson Techmart Commerce Center L.L.C. currently owns Techmart, Hyatt Regency Santa Clara is the current Hotel owner, and the Convention Center building is owned by the City of Santa Clara. Each of these three parties are responsible for a share of the FY 2024/25 maintenance assessment, which is set by the annual budget.

In June 1986, Council Adopted Resolution 5081 that formed the Santa Clara Convention Center Complex - Maintenance District 183 (MD 183) and established the mechanism for funding maintenance and operations on an annual basis. There are three components of this annual funding. The first component is the overall cost of maintaining and operating the general infrastructure consisting of things such as pavement, sidewalk, walkways, covered walkways, signs, landscaping etc. The cost for maintaining these items is split by 39.64 percent to the City of Santa Clara (City), 22.94 percent to the Hyatt Regency Hotel (Hyatt) and 37.42 percent to Hudson Techmart Commerce Center LLC (Techmart). The second component includes the cost of maintaining and operating permanent parking controls such as fixed signage, electronic signage and other parking related equipment. The costs for these items are allocated 30.04 percent to the City, 22.12 percent to the Hyatt, and 47.84 percent to Techmart.

The third and final component includes the overall costs for maintaining and operating temporary parking controls such as movable barriers, temporary parking attendants and guards, adjustable

gates, and signage. The costs for these items are allocated 78.72 percent to the City, 10.64 percent to the Hyatt, and 10.64 percent to Techmart.

Also, as background, at the April 18, 2023 City Council Meeting, Council directed staff to review parking options at Santa Clara Convention Center, including the maintenance of the Convention Center in the City budget. Work on this initiative has included an analysis of parking rights related to the sale of former Redevelopment Agency properties next to the Convention Center.

Additional work to explore paid Convention Center parking is planned during FY 2024/25.

DISCUSSION

The annual assessment for MD 183 maintains common improvements including, but not limited to, surface and structural parking areas (parking garage), landscaping, roadway, pedestrian bridges, space frames, fountains, and exterior lighting. In addition to the costs of maintaining and operating the common improvements, the proposed total cost includes expenses related to the City's cost to administer the District, insurance, and utilities.

City staff prepared a draft Director's Report for FY 2024/25 (Attachment 1), which shows the formula for the annual assessment levy, parcel descriptions, and amount of assessment to be levied against each parcel. Based on that report, the total FY 2024/25 annual budget for MD 183 is \$1,862,825 which will be funded through the City (\$840,546), Hyatt (\$394,614), and Techmart (\$627,665). The proposed FY 2024/25 assessment is \$88,706 higher than the previous year. The assessment for the previous year was reduced because it was partially offset by carrying forward unspent funds from the prior year. Staff is not anticipating any unspent funds for the current fiscal year.

This report has been delivered to each property owner in the District, and a copy has been filed with the City Clerk's Office. Discussions between staff, property owners and all interested tenants were conducted via email correspondence and at a meeting held on March 6, 2024. A second meeting was held to continue discussions about the Director's Report on April 3, 2024.

In conjunction with preparing the report, the Council is required to hold a public hearing, prior to which a Notice of Public Hearing (Attachment 2) will be posted and published in the Santa Clara Weekly. As recommended in this report, a Resolution of Intention for Maintenance District No. 183 FY 2024/25 (Attachment 3) has been prepared and sets June 4, 2024, as the public hearing date. If the Council approves the budget on June 4, the confirmed assessments will be sent out by the City for collection.

ENVIRONMENTAL REVIEW

The action being considered does not constitute a "project" within the meaning of the California Environmental Quality Act ("CEQA") pursuant to CEQA Guidelines section 15378(b)(4) in that it is a fiscal activity that does not involve any commitment to any specific project which may result in a potential significant impact on the environment.

FISCAL IMPACT

The total FY 2024/25 maintenance cost for Maintenance District No. 183 is estimated at \$1,862,825 which will be funded by the Maintenance District No. 183 partners. Approval of the assessment would result in the City collecting \$1,022,279 in revenue from the Hotel and Techmart to fund the maintenance of common improvements at the Convention Center Complex. The balance of the cost, \$840,546, would be funded by the City's General Fund as the owner of the Convention Center

building. The funding is included in the FY 2024/25 Proposed Operating Budget.

COORDINATION

This report has been coordinated with the Finance Department and the City Attorney's Office.

PUBLIC CONTACT

Public contact was made by posting the Council agenda on the City's official-notice bulletin board outside City Hall Council Chambers. A complete agenda packet is available on the City's website and in the City Clerk's Office at least 72 hours prior to a Regular Meeting and 24 hours prior to a Special Meeting. A hard copy of any agenda report may be requested by contacting the City Clerk's Office at (408) 615-2220, email clerk@santaclaraca.gov <<mailto:clerk@santaclaraca.gov>> or at the public information desk at any City of Santa Clara public library.

On May 15, 2024, the Notice of Public Hearing for the June 4, 2024 Council meeting will be published in the Santa Clara Weekly. In addition, the notice will be posted at the City Clerk's Office and mailed to all property owners within the District.

RECOMMENDATION

1. Adopt a Resolution of Intention to order that the alternative method for the levy of benefit assessment be made applicable to the Santa Clara Convention Center Complex Maintenance District No. 183;
2. Set a hearing date of June 4, 2024 to approve the Director's Report FY 2024/25; and
3. Authorize the publication, mailing, and posting of the Notice of Public Hearing as stated in the Resolution of Intention.

Reviewed by: Craig Mobeck, Director of Public Works

Approved by: Jovan Grogan, City Manager

ATTACHMENTS

1. Director's Report
2. Notice of Public Hearing
3. Resolution of Intention
4. Proposed Assessment

DIRECTOR'S REPORT
CITY OF SANTA CLARA
SANTA CLARA CONVENTION CENTER COMPLEX
MAINTENANCE DISTRICT NO. 183
FISCAL YEAR 2024/2025

4/23/24

COUNCIL APPROVED: (proposed June 4, 2024)

Director of Public Works/City Engineer

**SANTA CLARA CONVENTION CENTER COMPLEX
 MAINTENANCE DISTRICT NO. 183
 City of Santa Clara, California
 SPECIAL BENEFIT ASSESSMENT for Fiscal Year 2024/2025
DIRECTOR'S REPORT**

The Director of Public Works/City Engineer of the City of Santa Clara, California, pursuant to the provisions of Section 16.10.490 of the Code of the City of Santa Clara, hereby makes this report and the following special benefit assessment to cover the costs and expenses of maintaining and operating the improvements within Santa Clara Convention Center Complex Maintenance District No. 183 of said City, including the costs and expenses incidental thereto, to be paid by said Maintenance District. The amount to be paid therefore by said Maintenance District for the Fiscal Year 2024-25 is as follows:

	<u>As Finally Confirmed</u>
Maintenance and Operations	\$1,582,825
Permanent Parking Controls	\$15,000
Reserve for Dynamic Parking Controls	\$265,000
Exceptional Improvements	\$0
Funds Advanced by and to be Repaid to City	\$0
TOTAL COST	\$1,862,825
Less Amount of Surplus From Prior Years:	
Convention Center	\$0
Hyatt Corporation - A Delaware Limited Liability Corporation	\$0
Hudson Techmart Commerce Center L.L.C	\$0
Amount of Reserves:	\$0
Amount of Contribution:	\$0
BALANCE OF ASSESSMENT	\$1,862,825

And I do hereby assess and apportion the amount of said costs and expenses, including the costs and expenses incidental thereto, upon the several lots or parcels of property liable therefore and specially benefited thereby, in proportion to the benefits to be received by each lot or parcel of property, from the maintenance and operation thereof and more particularly set forth in the list hereto attached and by reference made a part hereof.

Each lot or parcel of land is described in the assessment list by reference to its parcel number as shown on the assessor's maps of the County of Santa Clara for Effective Roll Year 2024-25 to the right of the parcel numbers and include all of such parcel.

I hereby certify to the best of my professional knowledge and experience that each of the identified benefiting properties located within the District receives a special benefit over and above the benefits conferred to the public at large and that the amount of the assessment is proportional to the benefits specially received or enjoyed by each parcel or property within the District.

Date: _____

 Director of Public Works
 City of Santa Clara

**SANTA CLARA CONVENTION CENTER COMPLEX
 MAINTENANCE DISTRICT NO. 183
 City of Santa Clara, California
 SPECIAL BENEFIT ASSESSMENT for Fiscal Year 2024-25**

DIRECTOR'S REPORT

TABLE 1. BUDGET

Category	Estimated Cost	Description Of Category
Maintenance and Operation	\$1,582,825	Labor, materials, supplies and equipment to maintain and operate Maintenance District No. 183 including, but not limited to water, sewer, electrical and other utility costs, sweeping of parking lots, maintenance of pavement and sidewalks, pavement striping, signs, fountains, landscaping, storm drains, lighting, space frames, parking structure, bridges, other common improvements, City supervision and management of maintenance district, insurance, contingencies, and incidental expenses.
Permanent Parking Controls	\$15,000	Labor, materials, supplies and equipment to maintain and operate fixed directional signs, electronic signs, automatic vehicle counting devices, cashiering stations, ticket printer, dispensers, card readers, cashier booths, including regularly scheduled parking attendants and guards.
Dynamic Parking Controls	\$265,000	Labor, materials, supplies and equipment to maintain and operate movable barriers and barrier placement, special parking attendants and guards, implementation of adjustable gates, special directional signs, and implementation of electronic signs.
Exceptional Improvements	\$0	Special improvement project benefiting special parcel.
Funds Advanced by and to be Repaid to City	\$0	For deficits which occurred in prior years
TOTAL COST	\$1,862,825	

Less	Amount of Surplus From Prior Years:	
	City of Santa Clara	\$0
	Hyatt Regency Hotel Santa Clara	\$0
	Hudson Techmart Commerce Center L.L.C	\$0
	Amount of Reserves:	\$0
	Amount of Contribution:	\$0
	BALANCE OF ASSESSMENT	\$1,862,825

**SANTA CLARA CONVENTION CENTER COMPLEX
MAINTENANCE DISTRICT NO. 183
City of Santa Clara, California**

**SPECIAL BENEFIT ASSESSMENT for Fiscal Year 2024-25
DIRECTOR'S REPORT**

TABLE 2. PROPERTY OWNERS TO BE ASSESSED

Name & Address of Owner	Assessor's Parcel Number	As Preliminarily Approved	As Finally Confirmed
City of Santa Clara 1500 Warburton Avenue Santa Clara, CA 95050 Santa Clara Convention Center (Convention Center)	104-55-017	840,546	\$840,546
Hyatt Corporation as agent of IA Lodging Santa Clara TRS, L.L.C dba Hyatt Regency Santa Clara Eron Hodges – General Manager 5101 Great America Parkway Santa Clara, CA 95054 <p style="text-align: right;">(Hotel)</p>	104-55-005 104-55-012	394,614	\$394,614
Hudson Techmart Commerce Center L.L.C Rebecca Agbuya, Senior Director 2055 Gateway Place, Suite 200 San Jose, CA 95110 <p style="text-align: right;">(Techmart)</p>	104-55-013	627,665	\$627,665
TOTAL		1,862,825	\$1,862,825
<p>Also Send Copy of Director's Report To:</p> <p>Hyatt Regency Santa Clara Erin Henry – General Manager 5101 Great America Parkway Santa Clara, CA 95054</p> <p>Hudson Techmart Commerce Center L.L.C Rebecca Agbuya, Senior Director 2055 Gateway Place, Suite 200 San Jose, CA 95110</p>			

**SANTA CLARA CONVENTION CENTER COMPLEX
 MAINTENANCE DISTRICT NO. 183
 City of Santa Clara, California**

SPECIAL BENEFIT ASSESSMENT for Fiscal Year 2024-2025

DIRECTOR'S REPORT

TABLE 3. BUDGET/ASSESSMENT COMPARISON

	Budget for Fiscal Year 2023-2024			Budget for Fiscal Year 2024-2025		
	Total Assessment	Reduced by Proportion From Prior Year's Surplus	Net Assessment	Total Assessment	Reduced by Proportion From Prior Year's Surplus	Net Assessment
City of Santa Clara (Convention Center)	\$862,861	\$57,478	\$805,383	\$840,546	\$0	\$840,546
Hyatt Regency Hotel Santa Clara	\$407,528	\$33,263	\$374,265	\$394,614	\$0	\$394,614
Hudson Techmart Commerce Center L.L.C	\$648,730	\$54,259	\$594,471	\$627,665	\$0	\$627,665
TOTAL	\$1,919,119	\$145,000	\$1,774,119	\$1,862,825	\$0	\$1,862,825

**SANTA CLARA CONVENTION CENTER COMPLEX
MAINTENANCE DISTRICT NO. 183
City of Santa Clara, California**

**SPECIAL BENEFIT ASSESSMENT for Fiscal Year 2024-2025
DIRECTOR'S REPORT**

TABLE 4. FORMULA FOR ASSESSMENT LEVY

	Category	Estimated Expenditure	City of Santa Clara (Conv. Center)	Hyatt Regency Hotel Santa Clara	Hudson Techmart Commerce Center
			39.64%	22.94%	37.42%
I.	Maintenance and Operations	\$1,582,825	\$627,432	\$363,100	\$592,293
			30.04%	22.12%	47.84%
II.	Permanent Parking Controls	\$15,000	\$4,506	\$3,318	\$7,176
			78.72%	10.64%	10.64%
III.	Dynamic Parking Controls	\$265,000	\$208,608	\$28,196	\$28,196
IV.	Exceptional Improvements	\$0	\$0	\$0	\$0
V.	Funds Advanced by/to be Repaid to City	\$0	\$0	\$0	\$0
VI.	Surplus Funds from Prior Year	\$0	\$0	\$0	\$0
	TOTAL ASSESSMENT	\$1,862,825	\$840,546	\$394,614	\$627,665

City of Santa Clara

Notice of Public Hearing Regarding the Levy of Benefit Assessments Applicable to the Santa Clara Convention Center Maintenance District No. 183, and Approval of Distribution of Director's Report Fiscal Year 2024-25

NOTICE IS HEREBY GIVEN that the City Council of the City of Santa Clara has determined and fixed its regularly scheduled meeting of June 4, 2024 at 7:00 p.m., or as soon thereafter as the matter may be heard in chambers and virtually as the location, date and time to conduct a public hearing to consider the passage of a resolution as follows: "a Resolution of the City of Santa Clara, California, approving the levy of benefit assessment upon the Santa Clara Convention Center Complex Maintenance District No. 183, and approving, confirming and adopting Director's Report for Fiscal Year 2024-2025."

The purpose of the public hearing is to provide City staff with an opportunity to present the City Council and the public with information concerning the proposed assessments (\$1,022,279 total) to the property operators, to pay towards maintenance repairs of the Santa Clara Convention Maintenance District No. 183 and the proposed determination of the City to pay all of the remaining costs (\$840,546) for routine maintenance and operation of the property and improvements of the Santa Clara Maintenance District No. 183. A total of 3 operators pay for the assessments. The public may submit written comments prior to, or make oral presentations, at the public meeting.

The City of Santa Clara is conducting City Council meetings in a hybrid manner (in-person and continues to have methods for the public to participate remotely).

- Via Zoom:
 - o <https://santaclaraca.zoom.us/j/99706759306>

Meeting ID: 997-0675-9306

- o Phone 1(669) 900-6833

How to Submit Written Public Comment Before City Council Meeting:

1. Use the eComment tab located on the City Council Agenda page <https://santaclaraca.legistar.com/Calendar.aspx>). eComments are directly sent to the iLegislate application used by City Council and staff, and become part of the public record. eComment closes 15 minutes before the start of a meeting.
2. By email to clerk@santaclaraca.gov by 12 p.m. the day of the meeting. Those emails will be forwarded to the Council and will be uploaded to the City Council Agenda as supplemental meeting material. Emails received after the 12 p.m. cutoff time up through the end of the meeting will form part of the meeting record. Please identify the Agenda Item Number in the subject line of your email. **NOTE:** Please note eComments and Emails received as public comment will not be read aloud during the meeting.

Americans with Disabilities Act (ADA): In accordance with the requirements of Title II of the Americans with Disabilities Act of 1990 ("ADA"), the City of Santa Clara will not discriminate against qualified individuals with disabilities on the basis of disability in its services, programs, or activities, and will ensure that all existing facilities will be made accessible to the maximum extent feasible. The City of Santa Clara will generally, upon request, provide appropriate aids and services leading to effective communication for qualified persons with disabilities including those with speech, hearing, or vision impairments so they can participate equally in the City's programs, services, and activities. The City of Santa Clara will make all reasonable modifications to policies and programs to ensure that people with disabilities have an equal opportunity to enjoy all of its programs, services, and activities.

Agendas and other written materials distributed during a public meeting that are public record will be made available by the City in an appropriate alternative format. Contact the City Clerk's Office at 1-408-615-2220 with your request for an alternative format copy of the agenda or other written materials.

Individuals who require an auxiliary aid or service for effective communication, or any other disability-related modification of policies or procedures, or other accommodation, in order to participate in a program, service, or activity of the City of Santa Clara, should contact the City's ADA Coordinator at 408-615-3000 as soon as possible but no later than 48 hours before the scheduled event.

Please see the above-mentioned options citizens may participate in the upcoming hearing. Submit written and/or oral comments directly to the City Clerk, 1500 Warburton Avenue, Santa Clara, California, 95050; telephone 408-615-2220.

Nora Pimentel, Assistant City Clerk

RESOLUTION NO. _____

**A RESOLUTION OF THE CITY OF SANTA CLARA,
CALIFORNIA OF INTENTION TO ORDER THAT THE
ALTERNATIVE METHOD FOR THE LEVY OF BENEFIT
ASSESSMENT BE MADE APPLICABLE TO CITY OF SANTA
CLARA CONVENTION CENTER COMPLEX MAINTENANCE
DISTRICT NO. 183, PROVIDING FOR NOTICE OF HEARING
THEREON, APPROVING THE DISTRIBUTION OF THE
DIRECTOR'S REPORT, AND PROVIDING FOR NOTICE OF
HEARING ON DIRECTOR'S REPORT FOR FISCAL YEAR 2024-
25**

WHEREAS, pursuant to Chapter 16.10 of "The Code of the City of Santa Clara, California" ("City Code"), the City Council of the City of Santa Clara, California ("Council") adopted Resolution No. 5081 on June 3, 1986, creating "City of Santa Clara Convention Center Complex Maintenance District No. 183" ("District") in the City of Santa Clara, California ("City"). Resolution No. 5081 also ordered that the costs and expenses of maintaining and operating the on-site public improvements ("Public Improvements") on the property within the District, including the cost of necessary repairs, replacements, fuel, power, electrical current, care, supervision and any and all other items necessary for the proper maintenance and operation of the Public Improvements be raised by the levy of an annual special benefit assessment apportioned according to special benefits conferred among the parcels of property within the District in accordance with a formula set forth in Resolution No. 5081, and in accordance with and pursuant to the provisions for the alternative method for the levy of benefit assessments in maintenance districts in the City as provided in the City Code;

WHEREAS, the Council adopted Ordinance No. 1401 on April 8, 1980, which provided for an alternative method for annually fixing and levying a special benefit assessment within maintenance districts located in the City for said purpose;

WHEREAS, in the opinion of this Council, the annual costs of maintenance and operation of the Public Improvements shall be appropriately financed pursuant to the provisions of Ordinance No. 1401 and Resolution No. 5081 and related provisions of the City Code;

WHEREAS, pursuant to the provisions of Resolution No. 5081, the City's Director of Public Works has made and filed with the City Clerk a written report ("Director's Report") setting forth the budget, the formula for the annual assessment levy, a description of each lot or parcel of property to be assessed and the amount of the assessment to be levied against each lot or parcel of property in accordance with said formula for Fiscal Year 2024-25. The costs of operation, maintenance, and servicing of improvements to be funded by the District are apportioned to each parcel in proportion to the special benefit it receives;

WHEREAS, City Staff met with the affected property owners on March 6 and April 3, 2024 to discuss the Director's Report;

WHEREAS, Articles XIIC and XIID of the California Constitution (Proposition 218) requires majority approval of the property owners within the District for any increase in the rate used to calculate the assessment or changes in the methodology by which the assessment is calculated, if that change increases the amount of the assessment imposed on any person or parcel;

WHEREAS, the Director's Report, Ballot, and public hearing notice are to be sent out at least 45 days in advance of the public hearing to all property owners, and any tenants within the District who are responsible for paying each assessment;

WHEREAS, in the event of an assessment that is greater than any previous assessment, a majority weighted vote of the Ballots (weighting determined by an amount of assessment paid), must be received in order to approve any proposed increase in assessment;

WHEREAS, for Fiscal Year 2024-25, the assessments are increasing and therefore, Proposition 218 requirements does apply; and

WHEREAS, the Council has duly considered the Director's Report and finds that it is sufficient and does not require modification.

NOW THEREFORE, BE IT RESOLVED BY THE CITY OF SANTA CLARA AS FOLLOWS:

1. That the recitals set forth above are true and correct and by this reference, the Council makes them a part hereof.

2. That the public interest and convenience require and this Council hereby orders that the costs and expenses of acquiring, constructing, reconstructing, installing, extending, enlarging, repairing, improving, maintaining and operating the Public Improvements now existing or hereafter to be constructed in and for the District which benefit the District as a whole, including the cost of necessary repairs, replacements, water, fuel, power, gas, electric current, care, supervision and any and all other items necessary for the proper maintenance and operation thereof, and of all additions, improvements and enlargements thereto which may hereafter be made, be raised by an annual special benefit assessment in accordance with and pursuant to the provisions for the alternative method for the levy of benefit assessments in maintenance districts in the City, as provided in Section 16.10.490 and Section 16.10.500 of the City Code, on all lots or parcels of property within the District.

3. That the costs and expenses of maintaining and operating the Public Improvements within the District shall annually be assessed, either partly or wholly, upon the benefited lots and parcels of property within the District by apportioning the costs and expenses according to benefits in proportion to the special benefits received by each lot or parcel of property within the District in accordance with the formula set forth in EXHIBIT "B" of Resolution No. 5081.

4. That the City Manager caused a budget to be prepared for the costs of the expenses of maintaining and operating the Public Improvements during fiscal year 2024-25 and the Director of Public Works prepared and filed a Director's Report with the City Clerk which provides the basis for the levy of benefit assessments for the cost of maintenance and operation on all lots or parcels of property within the District.

5. NOTICE IS HEREBY GIVEN that on Tuesday, June 4, 2024, at 7:00 p.m., at its regular meeting place in the Council Chambers at City Hall, 1500 Warburton Avenue, Santa Clara, California, the Council will hold a public hearing during which it will hear any and all evidence

NOES: COUNCILORS:

ABSENT: COUNCILORS:

ABSTAINED: COUNCILORS:

ATTEST:

NORA PIMENTEL, MMC
ASSISTANT CITY CLERK
CITY OF SANTA CLARA

Attachments incorporated by reference:

1. Director's Report



City of Santa Clara

Proposed FY 2024-25 Assessment

RTC #24-75

REPORT TO COUNCIL

SUBJECT

Proposed Assessment for the Santa Clara Convention Center Complex, Maintenance District No.183

<u>Entity</u>	Proposed FY 2024-25 Assessment		
	Amount	Less Prior Years' Surplus	Total
City of Santa Clara (Convention Center):	\$840,546	(0)	\$840,546
Hyatt Regency Hotel Santa Clara:	\$394,614	(0)	\$394,614
Hudson Techmart Commerce Center LLC	\$627,665	(0)	\$627,665
TOTAL	\$1,862,825		\$1,862,825



Agenda Report

24-348

Agenda Date: 4/23/2024

REPORT TO COUNCIL

SUBJECT

Authorize the Mayor to Execute an Agreement with Daniel Keen in the amount of \$50,000 to Facilitate the Performance Evaluation Process for Council Appointees (City Manager and City Attorney)

COUNCIL PILLAR

Enhance Community Engagement and Transparency

BACKGROUND

The City Manager and City Attorney Council Appointees each have an Employment Agreement that describe the terms and conditions of employment. This includes a provision that the City Council will undertake a performance appraisal of the employee at least every twelve (12) months. The City Council maintains the discretion to conduct a performance appraisal more regularly if necessary.

The City Council has expressed an interest in retaining a consultant to facilitate the performance appraisal process for the City Attorney and City Manager. A facilitated process takes approximately two (2) to three (3) months and generally includes an interview with the Council Appointee and completion of a self-assessment, interview with each Councilmember and a report that summarizes the feedback from the City Council, followed by a facilitated meeting with the City Council and Council Appointee.

The Human Resources Department reached out to three (3) vendors that facilitate performance appraisals for Council Appointees. Two (2) of the three (3) vendors provided a proposal.

Vendor	Estimated Cost for Each Council Appointee
Daniel Keen	\$12,300 Additional Executive Session meetings include a fee of \$500 plus travel expenses
Municipal Resource Group, LLC	\$24,000 Additional work to be billed at \$400/hour

Both vendors provide a very similar process when facilitating the performance evaluation process for a Council appointee and both vendors are available to facilitate the process.

DISCUSSION

The City Attorney was due a performance appraisal in March 2024 and the City Manager will be due a performance appraisal in May 2024.

The City Council has expressed an interest in retaining a consultant to facilitate the performance

appraisal process for each Council Appointee. A summary of the process and cost of the services for each vendor were reviewed with the City Council, and Daniel Keen was selected by the City Council.

It is recommended that the City Council approve an Agreement with Daniel Keen through December 31, 2025, with the option for two, one-year extensions of the contract, ending on December 31, 2027, if both options are exercised. The Agreement would allow for the facilitation of the performance appraisal process for both the City Manager and City Attorney for two years, at a minimum.

The work to be performed by the Consultant for each Council Appointee shall include the following:

- Introductory Meeting with the City Council to provide an Overview of the process.
- Preparation of an outline for the Council Appointee Self-Assessment.
- Separate Interviews with the Mayor and City Councilmembers
- Preparation of a Report summarizing the feedback obtained from the interviews (maintains anonymity)
- Facilitation of a meeting with the Mayor and City Council to review the interview feedback. The Council Appointee will be present and participate in the discussion. The outcome of the meeting should be the establishment of goals for the Council Appointee that align with the strategic objectives of the City Council, including identification of how the Council Appointee's progress in achieving these goals will be measured.
- Preparation of a Summary Report which summarizes the Council Appointee's goals and performance measures which were agreed upon during the meeting.

It is expected that the review processes for the two Council appointees will occur consecutively, and the Council is not obligated to use the consultant for both reviews.

In order for Daniel Keen to commence the work to be performed, an Agreement must be executed between the City and Consultant. It is therefore recommended that the City Council authorize the Mayor to execute the Agreement to commence the facilitated performance appraisal process for each Council Appointee.

ENVIRONMENTAL REVIEW

The action being considered does not constitute a "project" within the meaning of the California Environmental Quality Act ("CEQA") pursuant to CEQA Guidelines section 15378(b)(5) in that it is a governmental organizational or administrative activity that will not result in direct or indirect changes in the environment.

FISCAL IMPACT

The cost of facilitating the performance appraisal process for each Council Appointee is \$12,300. The facilitator will first commence the performance appraisal process for the City Attorney. For additional executive sessions, there is an additional fee of \$500, plus travel expenses. The cost of this agreement will be absorbed within the existing budgets for the City Manager's Office and the City Attorney's Office.

COORDINATION

This report has been coordinated with the City Attorney's Office.

PUBLIC CONTACT

Public contact was made by posting the Council agenda on the City's official-notice bulletin board outside City Hall Council Chambers. A complete agenda packet is available on the City's website and in the City Clerk's Office at least 72 hours prior to a Regular Meeting and 24 hours prior to a Special Meeting. A hard copy of any agenda report may be requested by contacting the City Clerk's Office at (408) 615-2220, email clerk@santaclaraca.gov <<mailto:clerk@santaclaraca.gov>>, or at the public information desk at any City of Santa Clara public library.

RECOMMENDATION

Authorize the Mayor to execute a Services Agreement with Daniel Keen in the amount of \$50,000 for a term through December 31, 2025, and two, one year options to extend the term through December 31, 2027 if both options are exercised, to facilitate the Performance Appraisal Process for each Council Appointee (City Manager and City Attorney) in a final form approved by the City Attorney's Office.

Reviewed by: Aracely Azevedo, Director of Human Resources

Approved by: Nadine Nader, Chief Operating Officer

ATTACHMENTS

1. Agreement Between the City and Daniel Keen

**AGREEMENT FOR SERVICES
BETWEEN THE
CITY OF SANTA CLARA, CALIFORNIA,
AND
DANIEL KEEN**

PREAMBLE

This Agreement is entered into between the City of Santa Clara, California, a chartered California municipal corporation (City) and Daniel Keen, an individual, (Consultant). City and Consultant may be referred to individually as a “Party” or collectively as the “Parties” or the “Parties to this Agreement.”

RECITALS

- A. City desires to enter into a Master Agreement to perform professional facilitated performance evaluation processes for City Council appointed positions, as assigned to perform services more fully described in this Agreement, at Exhibit A, entitled “Scope of Services”;
- B. Consultant represents that it, and its subcontractors, if any, have the professional qualifications, expertise, necessary licenses and desire to provide certain goods and/or required services of the quality and type which meet objectives and requirements of City; and,
- C. The Parties have specified herein the terms and conditions under which such services will be provided and paid for.

The Parties agree as follows:

AGREEMENT TERMS AND CONDITIONS

1. AGREEMENT DOCUMENTS

The documents forming the entire Agreement between City and Contractor shall consist of these Terms and Conditions and the following Exhibits, which are hereby incorporated into this Agreement by this reference:

Exhibit A – Scope of Services

Exhibit B – Schedule of Fees

Exhibit C – Insurance Requirements

This Agreement, including the Exhibits set forth above, contains all the agreements, representations and understandings of the Parties, and supersedes

and replaces any previous agreements, representations and understandings, whether oral or written. In the event of any inconsistency between the provisions of any of the Exhibits and the Terms and Conditions, the Terms and Conditions shall govern and control.

2. TERM OF AGREEMENT

Unless otherwise set forth in this Agreement or unless this paragraph is subsequently modified by a written amendment to this Agreement, the term of this Agreement shall begin on April 15, 2024, and terminate on December 31, 2025. In addition, there are two, one-year options to extend the term of the agreement at the City's sole discretion, ending on December 31, 2027 if both options are exercised.

3. SCOPE OF SERVICES & PERFORMANCE SCHEDULE

This is a master agreement that provides a framework for all terms and conditions, work scope, and fees that will apply to each Council Appointee facilitated performance evaluation process. At such time that the Consultant is selected by the City to facilitate a specific facilitated performance evaluation process for a Council Appointee, a purchase order will be issued to fund and authorize the work. The purchase order will include at a minimum the position for the facilitated performance evaluation process, the fee and a reference to this master agreement stating the terms, conditions of services and fees attached herein that are applicable to the purchase and supersede all other terms. City is not obligated under this Agreement to issue any particular number of such purchase orders.

4. WARRANTY

Consultant expressly warrants that all materials and services covered by this Agreement shall be fit for the purpose intended, shall be free from defect and shall conform to the specifications, requirements and instructions upon which this Agreement is based. Contractor agrees to promptly replace or correct any incomplete, inaccurate or defective Services at no further cost to City when defects are due to the negligence, errors or omissions of Contractor. If Contractor fails to promptly correct or replace materials or services, City may make corrections or replace materials or services and charge Contractor for the cost incurred by City.

5. QUALIFICATIONS OF CONTRACTOR - STANDARD OF CARE

Consultant represents and maintains that it has the expertise in the professional calling necessary to perform the Services, and its duties and obligations, expressed and implied, contained herein, and City expressly relies upon Contractor's representations regarding its skills and knowledge. Consultant shall perform such Services and duties in conformance to and consistent with the

professional standards of a specialist in the same discipline in the State of California.

6. COMPENSATION AND PAYMENT

In consideration for Consultant's complete performance of Services, City shall pay Consultant for all materials provided and Services rendered by Consultant in accordance with Exhibit B, entitled "SCHEDULE OF FEES." The maximum compensation of this Agreement is \$50,000 (Fifty Thousand Dollars and Zero Cents), subject to budget appropriations, which includes all payments that may be authorized for Services and for expenses, supplies, materials and equipment required to perform the Services. All work performed or materials provided in excess of the maximum compensation shall be at Consultant's expense. Consultant shall not be entitled to any payment above the maximum compensation under any circumstance.

7. TERMINATION

- A. Termination for Convenience. City shall have the right to terminate this Agreement, without cause or penalty, by giving not less than Thirty (30) days' prior written notice to Contractor.
- B. Termination for Default. If Consultant fails to perform any of its material obligations under this Agreement, in addition to all other remedies provided by law, City may terminate this Agreement immediately upon written notice to Consultant.
- C. Upon termination, each Party shall assist the other in arranging an orderly transfer and close-out of services. As soon as possible following the notice of termination, but no later than ten (10) days after the notice of termination, Consultant will deliver to City all City information or material that Consultant has in its possession.

8. ASSIGNMENT AND SUBCONTRACTING

City and Consultant bind themselves, their successors and assigns to all covenants of this Agreement. This Agreement shall not be assigned or transferred without the prior written approval of City. Consultant shall not hire Sub-Consultants without express written permission from City.

Consultant shall be as fully responsible to City for the acts and omissions of its Sub-Consultants, and of persons either directly or indirectly employed by them, as Consultant is for the acts and omissions of persons directly employed by it.

9. NO THIRD PARTY BENEFICIARY

This Agreement shall not be construed to be an agreement for the benefit of any third party or parties and no third party or parties shall have any claim or right of action under this Agreement for any cause whatsoever.

10. INDEPENDENT CONTRACTOR

Consultant and all person(s) employed by or contracted with Consultant to furnish labor and/or materials under this Agreement are independent Consultants and do not act as agent(s) or employee(s) of City. Consultant has full rights to manage its employees in their performance of Services under this Agreement.

11. CONFIDENTIALITY OF MATERIAL

All ideas, memoranda, specifications, plans, manufacturing procedures, data, drawings, descriptions, documents, discussions or other information developed or received by or for Consultant and all other written information submitted to Consultant in connection with the performance of this Agreement shall be held confidential by Consultant and shall not, without the prior written consent of City, be used for any purposes other than the performance of the Services nor be disclosed to an entity not connected with performance of the Services. Nothing furnished to Consultant which is otherwise known to Consultant or becomes generally known to the related industry shall be deemed confidential.

12. OWNERSHIP OF MATERIAL

All material, which shall include, but not be limited to, data, sketches, tracings, drawings, plans, diagrams, quantities, estimates, specifications, proposals, tests, maps, calculations, photographs, reports, designs, technology, programming, works of authorship and other material developed, collected, prepared or caused to be prepared under this Agreement shall be the property of City but Consultant may retain and use copies thereof. City shall not be limited in any way or at any time in its use of said material. However, Consultant shall not be responsible for damages resulting from the use of said material for work other than Project, including, but not limited to, the release of this material to third parties.

13. RIGHT OF CITY TO INSPECT RECORDS OF CONSULTANT

City, through its authorized employees, representatives or agents shall have the right during the term of this Agreement and for four (4) years from the date of final payment for goods or services provided under this Agreement, to audit the books and records of Consultant for the purpose of verifying any and all charges made by Consultant in connection with Consultant compensation under this Agreement, including termination of Consultant. Consultant agrees to maintain sufficient books and records in accordance with generally accepted accounting principles to establish the correctness of all charges submitted to City. Any expenses not so recorded shall be disallowed by City. Consultant shall bear the

cost of the audit if the audit determines that there has been a substantial billing deviation in excess of five (5) percent adverse to the City.

Consultant shall submit to City any and all reports concerning its performance under this Agreement that may be requested by City in writing. Consultant agrees to assist City in meeting City's reporting requirements to the State and other agencies with respect to Consultant's Services hereunder.

14. HOLD HARMLESS/INDEMNIFICATION

- A. To the extent permitted by law, Contractor agrees to protect, defend, hold harmless and indemnify City, its City Council, commissions, officers, employees, volunteers and agents from and against any claim, injury, liability, loss, cost, and/or expense or damage, including all costs and attorney's fees in providing a defense to any such claim or other action, and whether sounding in law, contract, tort, or equity, in any manner arising from, or alleged to arise in whole or in part from, or in any way connected with the Services performed by Consultant pursuant to this Agreement – including claims of any kind by Consultant's employees or persons contracting with Consultant to perform any portion of the Scope of Services – and shall expressly include passive or active negligence by City connected with the Services. However, the obligation to indemnify shall not apply if such liability is ultimately adjudicated to have arisen through the sole active negligence or sole willful misconduct of City; the obligation to defend is not similarly limited.
- B. Consultant's obligation to protect, defend, indemnify, and hold harmless in full City and City's employees, shall specifically extend to any and all employment-related claims of any type brought by employees, contractors, subcontractors or other agents of Consultant, against City (either alone, or jointly with Consultant), regardless of venue/jurisdiction in which the claim is brought and the manner of relief sought.
- C. To the extent Consultant is obligated to provide health insurance coverage to its employees pursuant to the Affordable Care Act ("Act") and/or any other similar federal or state law, Consultant warrants that it is meeting its obligations under the Act and will fully indemnify and hold harmless City for any penalties, fines, adverse rulings, or tax payments associated with Consultant's responsibilities under the Act.

15. INSURANCE REQUIREMENTS

During the term of this Agreement, and for any time period set forth in Exhibit C, Consultant shall provide and maintain in full force and effect, at no cost to City, insurance policies as set forth in Exhibit C.

16. WAIVER

Consultant agrees that waiver by City of any one or more of the conditions of performance under this Agreement shall not be construed as waiver(s) of any other condition of performance under this Agreement. Neither City's review, acceptance nor payments for any of the Services required under this Agreement shall be constructed to operate as a waiver of any rights under this Agreement or of any cause of action arising out of the performance of this Agreement.

17. NOTICES

All notices to the Parties shall, unless otherwise requested in writing, be sent to City addressed as follows:

City of Santa Clara
Attention: Human Resources Department
1500 Warburton Avenue
Santa Clara, CA 95050
and by e-mail at aazevedo@santaclaraca.gov

And to Contractor addressed as follows:

Daniel Keen
PO Box 230
Mendocino, CA 95460
and by email at danielkeen@danielkeenconsulting.com

The workday the e-mail was sent shall control the date notice was deemed given. An e-mail transmitted after 1:00 p.m. on a Friday shall be deemed to have been transmitted on the following business day.

18. COMPLIANCE WITH LAWS

Consultant shall comply with all applicable laws and regulations of the federal, state and local government, including but not limited to "The Code of the City of Santa Clara, California" ("SCCC"). In particular, Consultant's attention is called to the regulations regarding Campaign Contributions (SCCC Chapter 2.130), Lobbying (SCCC Chapter 2.155), Minimum Wage (SCCC Chapter 3.20), Business Tax Certificate (SCCC section 3.40.060), and Food and Beverage Service Worker Retention (SCCC Chapter 9.60), as such Chapters or Sections may be amended from time to time or renumbered. Additionally Consultant has read and agrees to comply with City's Ethical Standards (<http://santaclaraca.gov/home/showdocument?id=58299>).

19. CONFLICTS OF INTEREST

Consultant certifies that to the best of its knowledge, no City officer, employee or authorized representative has any financial interest in the business of Contractor

and that no person associated with Consultant has any interest, direct or indirect, which could conflict with the faithful performance of this Agreement. Consultant is familiar with the provisions of California Government Code section 87100 and following, and certifies that it does not know of any facts which would violate these code provisions. Consultant will advise City if a conflict arises.

20. FAIR EMPLOYMENT

Consultant shall not discriminate against any employee or applicant for employment because of race, sex, color, religion, religious creed, national origin, ancestry, age, gender, marital status, physical disability, mental disability, medical condition, genetic information, sexual orientation, gender expression, gender identity, military and veteran status, or ethnic background, in violation of federal, state or local law.

21. NO USE OF CITY NAME OR EMBLEM

Consultant shall not use City's name, insignia, or emblem, or distribute any information related to services under this Agreement in any magazine, trade paper, newspaper or other medium without express written consent of City.

22. GOVERNING LAW AND VENUE

This Agreement shall be governed and construed in accordance with the statutes and laws of the State of California. The venue of any suit filed by either Party shall be vested in the state courts of the County of Santa Clara, or if appropriate, in the United States District Court, Northern District of California, San Jose, California.

23. SEVERABILITY CLAUSE

In case any one or more of the provisions in this Agreement shall, for any reason, be held invalid, illegal or unenforceable in any respect, it shall not affect the validity of the other provisions, which shall remain in full force and effect.

24. AMENDMENTS

This Agreement may only be modified by a written amendment duly authorized and executed by the Parties to this Agreement.

25. COUNTERPARTS

This Agreement may be executed in counterparts, each of which shall be deemed to be an original, but both of which shall constitute one and the same instrument.

The Parties acknowledge and accept the terms and conditions of this Agreement as evidenced by the following signatures of their duly authorized representatives.

CITY OF SANTA CLARA, CALIFORNIA
a chartered California municipal corporation

Approved as to Form: _____

Dated: _____

GLEN R. GOOGINS
City Attorney

LISA GILLMOR
Mayor
City of Santa Clara
1500 Warburton Avenue
Santa Clara, CA 95050

"CITY"

DANIEL KEEN
an Individual

Dated: APRIL 16, 2024

By (Signature): 

Name: Daniel Keen

Title: Consultant

Principal Place of
Business Address: PO Box 230, Mendocino, CA 95460

Email Address: Daniel.keen@danielkeenconsulting.com

Telephone: (415) 328-3187

"CONSULTANT"

EXHIBIT A SCOPE OF SERVICES

Consultant shall facilitate the performance evaluation for the Council Appointee.

The performance evaluation will be conducted over the course of two to three months, using one-on-one interviews to obtain feedback from the Mayor and six City Council members. The detailed scope of work follows.

1. Introductory Meeting with City Council

Participate in a meeting in Santa Clara with the City Council to provide an introduction and overview of the facilitated performance evaluation process.

2. Prepare Outline for Self-Assessment

Prepare a suggested outline for the Council Appointee to aid in the preparation of a written self-assessment. This self-assessment will be submitted by the Council Appointee directly to the Mayor and City Council prior to conducting interviews.

3. Interview Mayor and City Council members

Conduct one-on-one interviews via Zoom or Teams with the Mayor and all members of the City Council regarding the Council Appointee's performance, using a set of open-ended questions that will be shared in advance. The interviews will be confidential, and feedback will be reported anonymously.

4. Prepare Report

Prepare a comprehensive draft report summarizing the feedback obtained from the interviews. The report will identify major themes, summarize perceptions of strengths and weaknesses, and provide a list of suggested goals and opportunities to enhance working relationships and leadership effectiveness.

5. Review Draft Report

Review the draft report with the Council Appointee providing additional insight from the interviews, and answer questions the Council Appointee may have about the feedback while maintaining the anonymity of the interviews. The report will be edited as needed to provide additional clarity. Consultant will then provide a copy of the final report to the Council Appointee in advance of the facilitated evaluation meeting.

6. Facilitate Evaluation Meeting

Facilitate a meeting with the Mayor and City Council to review the interview feedback. The Council Appointee will be present throughout the meeting and participate in the discussion. The meeting will begin with a PowerPoint presentation summarizing the feedback from the interviews. The closed session discussion will focus on the key

themes identified during the interviews about perceived strengths and weaknesses and areas where there may be opportunities to increase effectiveness. There will also be an opportunity to discuss other constructive feedback provided by the Mayor and Council and the Council Appointee's goals for the upcoming year. The ultimate outcome of the meeting should be the establishment of clear goals for the Council Appointee that align with the strategic objectives of the City Council, including identification of how progression in achieving these goals will be measured throughout the year (i.e., performance measures).

7. Prepare Summary Report

Prepare a report following the meeting which summarizes the Council Appointee's goals and performance measures which were agreed upon during the meeting.

Deliverables

The following deliverables will be provided as part of the performance evaluation process:

- One outline for the Council Appointee's self-assessment.
- One detailed report summarizing the feedback obtained from the Mayor and City Council interviews.
- One report prepared at the conclusion, summarizing agreed-upon goals and performance measures.

EXHIBIT B
SCHEDULE OF FEES

The fee for the facilitated performance evaluation process for each Council Appointee is \$12,300. This fee includes all expenses related to conducting interviews, preparing the feedback report, facilitating the meeting with the City Council in Santa Clara, and providing a memo which summarizes the proposed goals and performance measures for next year. All interviews will be conducted remotely via the Zoom or Teams platforms, while the Consultant facilitates the meeting with the City Council on site in Santa Clara. In the event that an additional executive session meeting is needed, an additional fee of \$500 plus actual travel expenses will be charged.

The fee includes professional liability insurance at \$1 million per occurrence/aggregate, general liability insurance at \$2 million per occurrence/\$4 aggregate but does not include the costs for auto insurance or business license; if required, additional insurance or business license will be billed at actual cost. One-half of the fee will be billed at the conclusion of interviews; the remainder will be billed upon completion of the process.

EXHIBIT C
INSURANCE REQUIREMENTS

Without limiting the Contractor's indemnification of the City, and prior to commencing any of the Services required under this Agreement, the Contractor shall provide and maintain in full force and effect, at its sole cost and expense, the following insurance policies with at least the indicated coverages, provisions and endorsements:

A. COMMERCIAL GENERAL LIABILITY INSURANCE

1. Commercial General Liability Insurance policy which provides coverage at least as broad as Insurance Services Office form CG 00 01. Policy limits are subject to review, but shall in no event be less than, the following:
 - \$1,000,000 each occurrence
 - \$1,000,000 general aggregate
 - \$1,000,000 products/completed operations aggregate
 - \$1,000,000 personal injury
2. Exact structure and layering of the coverage shall be left to the discretion of Contractor; however, any excess or umbrella policies used to meet the required limits shall be at least as broad as the underlying coverage and shall otherwise follow form.
3. The following provisions shall apply to the Commercial Liability policy as well as any umbrella policy maintained by the Contractor to comply with the insurance requirements of this Agreement:
 - a. Coverage shall be on a "pay on behalf" basis with defense costs payable in addition to policy limits;
 - b. There shall be no cross liability exclusion which precludes coverage for claims or suits by one insured against another; and
 - c. Coverage shall apply separately to each insured against whom a claim is made or a suit is brought, except with respect to the limits of liability.

B. BUSINESS AUTOMOBILE LIABILITY INSURANCE

Business automobile liability insurance policy which provides coverage at least as broad as ISO form CA 00 01, with minimum policy limits of not less than one million dollars (\$1,000,000) each accident using, or providing coverage at least as broad as, Insurance Services Office form CA 00 01. Liability coverage shall apply to all owned, non-owned and hired autos.

C. WORKERS' COMPENSATION

1. Workers' Compensation Insurance Policy as required by statute and employer's liability with the following limits: at least one million dollars (\$1,000,000) policy limit Illness/Injury by disease, and one million dollars (\$1,000,000) for each Accident/Bodily Injury.
2. The indemnification and hold harmless obligations of Contractor included in this Agreement shall not be limited in any way by any limitation on the amount or type of damage, compensation or benefit payable by or for Contractor or any subcontractor under any Workers' Compensation Act(s), Disability Benefits Act(s) or other employee benefits act(s).
3. This policy must include a Waiver of Subrogation in favor of the City of Santa Clara, its City Council, commissions, officers, employees, volunteers and agents.

D. COMPLIANCE WITH REQUIREMENTS

All of the following clauses and/or endorsements, or similar provisions, must be part of each commercial general liability policy, and each umbrella or excess policy.

1. Additional Insureds. City of Santa Clara, its City Council, commissions, officers, employees, volunteers and agents are hereby added as additional insureds in respect to liability arising out of Contractor's work for City, using Insurance Services Office (ISO) Endorsement CG 20 10 11 85 or the combination of CG 20 10 03 97 and CG 20 37 10 01, or its equivalent.
2. Primary and non-contributing. Each insurance policy provided by Contractor shall contain language or be endorsed to contain wording making it primary insurance as respects to, and not requiring contribution from, any other insurance which the indemnities may possess, including any self-insurance or self-insured retention they may have. Any other insurance indemnities may possess shall be considered excess insurance only and shall not be called upon to contribute with Contractor's insurance.
3. Cancellation.
 - a. Each insurance policy shall contain language or be endorsed to reflect that no cancellation or modification of the coverage provided due to non-payment of premiums shall be effective until written notice has been given to City at least ten (10) days prior to the effective date of such modification or cancellation. In the event of non-renewal, written notice shall be given at least ten (10) days prior to the effective date of non-renewal.

- b. Each insurance policy shall contain language or be endorsed to reflect that no cancellation or modification of the coverage provided for any cause save and except non-payment of premiums shall be effective until written notice has been given to City at least thirty (30) days prior to the effective date of such modification or cancellation. In the event of non-renewal, written notice shall be given at least thirty (30) days prior to the effective date of non-renewal.
4. Other Endorsements. Other endorsements may be required for policies other than the commercial general liability policy if specified in the description of required insurance set forth in Sections A through D of this Exhibit C, above.

E. ADDITIONAL INSURANCE RELATED PROVISIONS

Contractor and City agree as follows:

1. Contractor agrees to ensure that subcontractors, and any other party involved with the Services, who is brought onto or involved in the performance of the Services by Contractor, provide the same minimum insurance coverage required of Contractor, except as with respect to limits. Contractor agrees to monitor and review all such coverage and assumes all responsibility for ensuring that such coverage is provided in conformity with the requirements of this Agreement. Contractor agrees that upon request by City, all agreements with, and insurance compliance documents provided by, such subcontractors and others engaged in the project will be submitted to City for review.
2. Contractor agrees to be responsible for ensuring that no contract used by any party involved in any way with the project reserves the right to charge City or Contractor for the cost of additional insurance coverage required by this Agreement. Any such provisions are to be deleted with reference to City. It is not the intent of City to reimburse any third party for the cost of complying with these requirements. There shall be no recourse against City for payment of premiums or other amounts with respect thereto.
3. The City reserves the right to withhold payments from the Contractor in the event of material noncompliance with the insurance requirements set forth in this Agreement.

F. EVIDENCE OF COVERAGE

Prior to commencement of any Services under this Agreement, Contractor, and each and every subcontractor (of every tier) shall, at its sole cost and expense, provide and maintain not less than the minimum insurance coverage with the endorsements and deductibles indicated in this Agreement. Such insurance coverage shall be maintained with insurers, and under forms of policies,



Agenda Report

24-354

Agenda Date: 4/23/2024

REPORT TO COUNCIL

SUBJECT

Action on Addition of a New Limited-Term (5-year) Assistant Director of Electric Utility Position for Silicon Valley Power to Support Delivery of System Expansion Capital Projects

COUNCIL PILLAR

Deliver and Enhance Quality Efficient Services and Infrastructure

BACKGROUND

In November 2019, the Silicon Valley Power (SVP) management team met to discuss the strategic priorities for SVP. At that time, it was identified that the SVP was going to experience significant continued growth, and SVP needed to develop a capital improvement strategy to meet the City's potential electric load growth. Staff determined the need to develop both near-term and long-term strategies to accommodate approved growth and develop the necessary infrastructure plan options. Council has taken many actions in support of this growth as a part of the SVP System Expansion Plan. A summary of key City Council actions connected to the Plan are outlined below:

- On October 13, 2020, Council authorized the City Manager to execute master service agreements with several engineering consultant firms to support SVP in system expansion, general consulting services, and plan implementation services (RTC # 20-854).
- On April 6, 2021, staff presented a comprehensive review of upcoming load growth and capital projects to the Council as part of the SVP Quarterly Report. The presentation concluded with the next steps, which included preparing a system growth strategy and presenting it to the Council at a future meeting.
- On September 28, 2021, Council accepted SVP's Three-Year System Growth Plan Strategy (RTC # 21-871), which identified \$300 million in proposed projects for both near-term and long-term capital improvement projects needed to support anticipated system growth and to replace end-of life equipment to ensure system reliability.
- On April 5, 2022, Council adopted Resolution # 22-9069 adding new and updated connection and load development fees for the electric utility (RTC # 22-449). On April 19, 2022, Council adopted Resolution # 22-9081 adopting the City of Santa Clara 2022/23 Municipal Fee Schedule which included new and updated connection fees and load development fees for SVP, effective July 1, 2022 (RTC # 22-99). These fees were updated for fiscal year 2023/24 by adoption of Resolution 23-9221 on April 18, 2023. Such fees and their corresponding increases are intended to maintain fees at the cost recovery levels necessary to support

electric load growth.

- On November 15, 2022 (RTC # 22-1172), Council accepted SVP's System Expansion Plan for the California Independent System Operator's (CAISO) Transmission Planning Process (TPP) FY2023/24 (SVP System Expansion Plan CAISO TPP FY2023/24).
- On July 18, 2023, staff provided an update on key near-term projects necessary for system growth to the City Council as part of the SVP quarterly update (RTC # 23-757). During the same meeting, the City Council approved amendments to several master service agreements, including increases to cumulative maximum compensation (RTC # 23-737).

The System Expansion Plan includes four major system expansion projects currently under design, the reconstruction of Scott Receiving Station (SRS), the reconstruction of Kifer Receiving Station (KRS), the expansion of Northern Receiving Station (NRS), and the construction and installation of 2.24 miles of new 115kV transmission line from NRS to KRS. These four projects alone have an estimated total cost exceeding \$420 million. These are very complex capital projects and require phased construction schedules at the receiving stations as these critical facilities must be kept online during the construction period. In addition to these four major projects, the team is also working on two additional projects related to system expansion, including a new CAISO high voltage transmission line and the Kifer Battery Energy Storage Project.

For the CAISO high voltage transmission line, SVP is coordinating CAISO's Newark-Northern Receiving Station High-Voltage Direct Current Project, which is being constructed by LS Power Grid California, LLC. This project will bring a new 230kV transmission line to interconnect with NRS to serve Santa Clara's growing electric load. This will require the execution of an Interconnection Agreement between the City and LS Power Grid California, LLC, and significant project coordination with SVP's NRS expansion project.

All these system expansion projects are in addition to SVP's existing capital improvement and infrastructure program, including 45 projects (distribution substations, customer junctions, 60kV transmission lines, 12kv distribution feeders, battery energy storage systems, generation interconnections, and streetlight projects). In total, these projects have a 5-year estimated cost of over \$400 million.

DISCUSSION

SVP has taken several actions to support the significant increase in workload including contracts with several engineering design firms, a program management firm, and a new principal engineer. However, the System Expansion Plan still requires a significant amount of support from the Assistant Director overseeing Customer Development and Project Management and the Chief Electric Utility Officer, which impacts overall capital project delivery and new development work.

In addition to the System Expansion Plan projects, the Assistant Director overseeing Customer Development and Project Management is also responsible for SVP's overall Capital Project Design and Construction Projects, Development Review, New Business Development, Estimating, GIS Maps & Records, Transmission and Distribution Planning, System Modeling and System Impact Studies, and annual submissions to the CAISO Transmission Planning Process and California Energy

Commission Integrated Energy Policy Report. SVP's Engineering Division also has 6 vacancies of 22 budgeted engineering positions (27% vacancy rate).

As the four large system expansion projects move forward to final design and construction, the City Manager has determined that additional management oversight is desirable to (1) maintain SVP's project implementation schedule, and (2) continue to deliver all the other SVP capital and development responsibilities. At a minimum, this new position will be responsible for (1) supporting SVP's three receiving station projects, (2) a new 115kV transmission project, and (3) other system expansion projects. As mentioned previously, the receiving stations and 115kV project have an estimated cost of \$420 million. Most of the large projects are currently scheduled to be completed/closeout by Fiscal Year 2028/29 and this limited-term position is proposed for a 5-year period.

There is no proposed modification of the existing Assistant Director of Electric Utility class specification, or associated salary range.

ENVIRONMENTAL REVIEW

The proposed staffing changes are not a project subject to the California Environmental Quality Act (CEQA) pursuant to section 15378(b)(5) of Title 14 of the California Code of Regulations as they are administrative activities that will not result in direct or indirect physical changes to the environment.

FISCAL IMPACT

The annual cost of an Assistant Director of Electric Utility is approximately \$395,000. It is not anticipated that this position will be filled during FY 2023/24, so no current-year budget action is needed. If approved, the annual cost will be incorporated into the FY 2024/25 Adopted Operating Budget as part of the FY 2024/25 and FY 2025/26 Adopted Biennial Capital Improvement Program Budget. The cost of the five-year limited-term position will be factored into future budgets through FY 2028/29.

COORDINATION

This report has been coordinated with the Finance Department, Human Resources Department, and the City Attorney's Office.

PUBLIC CONTACT

Public contact was made by posting the Council agenda on the City's official notice bulletin board outside City Hall Council Chambers. A complete agenda packet is available on the City's website and in the City Clerk's Office at least 72 hours prior to a Regular Meeting and 24 hours prior to a Special Meeting. A hard copy of any agenda report may be requested by contacting the City Clerk's Office at (408) 615-2220, email clerk@santaclaraca.gov <<mailto:clerk@santaclaraca.gov>> or at the public information desk at any City of Santa Clara public library.

RECOMMENDATION

That the City Council approve the addition of a new Limited-Term Assistant Director of Electric Utility Position for Silicon Valley Power to Support Delivery of the System Expansion Capital Projects.

Reviewed by: Manuel Pineda, Chief Electric Utility Officer

Approved by: Jovan D. Grogan, City Manager



Agenda Report

24-391

Agenda Date: 4/23/2024

REPORT TO COUNCIL

SUBJECT

Action to Approve Official Travel Request from Councilmember Kevin Park for the AAPI LeAD (Leadership Elected and AppointedD) Summit

BACKGROUND

The inaugural AAPI LeAD (Leadership Elected and AppointedD) Summit will take place from June 19-21, 2024, at the Bellagio Las Vegas. AAPI LeAD, a project of the Asian Pacific American Leadership Foundation (APALF), aims to strengthen AAPI public officials through training, mentorship, best practice sharing, and networking. For the past year, APALF has been working in close collaboration with the National Association of Latino Elected and Appointed Officials (NALEO) to design this national organization. The AAPI LEAD Summit is an invite-only event for current elected and appointed officials. Over 1000 AAPI elected and appointed officials have been invited from across the country from every level of government.

The AAPI LeAD Summit was not previously approved in the FY2023/24 Adopted Operating Budget for official Mayor and City Council travel. While the Adopted FY2023/24 Operating Budget does include a line item for "Official Local Policy Related Events/Meetings/Training," as this Summit is out-of-state, attendance requires Council approval.

Based on the "Official Travel - Other" section of Council Policy 043 for Official Travel by Elected Officials (Attachment 1), for any official travel that has not been pre-approved in the respective department's Operating Budget, requests for travel approval must be submitted to the City Council with sufficient time to ensure that, if approved by Council, arrangements can be made before the first day of travel. Requests for travel approval must meet criteria for official travel and requires five votes from the City Council. When reviewing and considering approval of requested travel by elected officials, the City Council shall ensure compliance with the Brown Act.

DISCUSSION

The AAPI LeAD Summit fits under the criteria for Public Purpose Criteria Travel in Council Policy 043. Public Purpose Criteria include attending an educational seminar designed to improve the elected official's skill and information levels and communicating with representatives of regional, state, and national government. This Summit is generally related to Councilmember Park's role as an elected official, as the Summit is for AAPI Elected & Appointed Officials and Councilmember Park is one of few Korean elected officials in the Bay Area.

For Fiscal Year 2023/2024, the Mayor & City Council Conference, Training and Travel remaining balance is an estimated \$40,188 with \$18,254 spent as of February 22, 2024. The total allocated budget for FY2023/2024 is \$58,442. The estimated costs for the AAPI LeAD Summit (e.g., registration fee, travel fees, meals) total \$1,800 as of April 2024. The current budget appropriation in

the Mayor & City Council Conference, Training and Travel budget would cover the proposed expenditure.

ENVIRONMENTAL REVIEW

The action being considered does not constitute a “project” within the meaning of the California Environmental Quality Act (“CEQA”) pursuant to CEQA Guidelines section 15378(a) as it has no potential for resulting in either a direct physical change in the environment, or a reasonably foreseeable indirect physical change in the environment.

FISCAL IMPACT

The proposed official travel expense would be dependent on final costs at time of registration estimated at \$1,800.

PUBLIC CONTACT

Public contact was made by posting the Council agenda on the City’s official-notice bulletin board outside City Hall Council Chambers. A complete agenda packet is available on the City’s website and in the City Clerk’s Office at least 72 hours prior to a Regular Meeting and 24 hours prior to a Special Meeting. A hard copy of any agenda report may be requested by contacting the City Clerk’s Office at (408) 615-2220, email clerk@santaclaraca.gov <<mailto:clerk@santaclaraca.gov>> or at the public information desk at any City of Santa Clara public library.

RECOMMENDATION

Action on approval for Official Travel Request from Councilmember Kevin Park for the inaugural AAPI LeaD Summit.

Reviewed by: Fiona Kirby, Management Analyst, City Manager’s Office

Approved by: Jovan D. Grogan, City Manager

ATTACHMENTS

1. Council Policy 043 Official Travel by Elected Officials



OFFICIAL TRAVEL BY ELECTED OFFICIALS

PURPOSE	<p>Consistent with the City of Santa Clara (City)'s Code of Ethics and Values, the City is fiscally responsible and endorses the proper use of City assets to help ensure the City's fiscal stability.</p> <p>In order to ensure an open and transparent government, the City Council will regulate and prescribe guidelines for official travel by all elected officials. Reimbursement for official travel funded by non-City entities shall be in accordance with the guidelines issued by such other non-City entity.</p> <p>To the extent the official's expenses are not reimbursed by the non-City entity, the official may request reimbursement in accordance with the requirements of this policy (e.g., the official is chosen to serve as the City representative on a County-wide committee and the County agency sends the official to a conference, and reimburses the official for conference attendance and hotel, but not for meals and mileage; the Official may seek reimbursement for meals and mileage in accordance with the terms of this policy.)</p> <p>This policy does not address an official's reporting requirements relative to payments by a non-City entity for official travel; elected officials must comply with FPPC reporting requirements relating to payments for travel.</p>
POLICY	<p>In order to control and properly account for expenditures made by elected officials in the course of their official duties, only authorized expenses may be reimbursed in accordance with the Travel-Meal Reimbursement & IRS Mileage Rates established by the Finance Department on an annual basis and within the criteria outlined within this policy.</p> <p>Any questions regarding the appropriateness of a particular type of expense should be resolved by the City Council before the expense is incurred. Examples of non-reimbursable expenses include personal expenses, charitable/political contributions, entertainment expenses, personal losses incurred while travelling, and expenses for family members.</p> <p>In order to conserve City resources and keep expenses within community standards for public officials, expenditure amounts should adhere to the guidelines set forth within. Expenses that exceed these</p>



OFFICIAL TRAVEL BY ELECTED OFFICIALS (cont.)

guidelines will be reimbursed only to the maximum extent of the guidelines.

All cash expenditures, credit card expenses, and expense reimbursement requests must be submitted to the City Auditor on an expense report form provided by the City, accompanied by receipts documenting each expense. Expense and mileage reports must document that the expense in question meets the requirements of this policy. Inability to provide such documentation in a timely fashion may result in the expense being borne by the official.

All expenses are subject to review and verification by the City Auditor for compliance with this policy and eligibility for reimbursement.

TRAVEL GUIDELINES

Reports by Elected Officials

The elected official must file a written or oral report to the City Council within fifteen (15) business days or at the next City Council meeting immediately following any travel attended at City expense or travel attendance as a City official that is funded by a non-City entity.

The report shall include, but is not limited to:

- a. A listing of any workshops, presentations, educational seminars, speeches, or other sessions attended with summary and/or descriptions of information gathered
- b. A listing of meeting(s) held during travel with legislators, other governmental officials, or groups with subjects addressed during the meeting(s)
- c. A listing of any speeches, presentations, or other speaking roles during travel

Course Materials

Course materials received will be turned into the Mayor and Council Offices - Council Library or elected official's respective department's library, as applicable, for open accessibility, except for safety-sensitive portions of such materials.

Rewards and Promotional Benefits

Rewards granted under frequent travel programs through airlines,



OFFICIAL TRAVEL BY ELECTED OFFICIALS (cont.)

hotels, or any type of travel vendor, if accrued through official travel and at the City's expense, shall be used only for official travel and/or turned over to the City for future official travel, to the extent possible.

Promotional benefits or materials received during official travel, if obtained under the same conditions as those offered to the general public and at no expense to the City, may be retained for personal use.

CRITERIA FOR OFFICIAL TRAVEL

Official City Representative Criteria

When travelling to a conference, convention, workshop, or similar event, one or more elected officials shall be specifically designated to act as the official representative(s) of the City with the following criteria:

- a. Official travel must be related to the elected official's roles or duties such as work performed on a particular issue or substantive area in an official capacity, committee assignment, liaison assignment, task force assignment, or council assignment.
- b. If multiple members of the City Council meet the criteria, the representative(s) will then be designated based on seniority.

Public Purpose Criteria

Travel by elected officials is an allowable activity and expense when it is performed for a valid public purpose:

- a. Attending educational seminars designed to improve the elected official's skill and information levels, or to comply with applicable professional standards
- b. Participating in regional, state, and national organizations whose activities affect the City's interests
- c. Communicating with representatives of regional, state, and national government and their various agencies
- d. Travel is consistent with the adopted budget and/or legislative priorities

Elected officials may attend conferences or any other official travel at



OFFICIAL TRAVEL BY ELECTED OFFICIALS (cont.)

SUMMARY OF CONFERENCES AND TRAVEL

their own expense if such travel falls outside the criteria set forth in this policy.

Official Travel – Local (Drivable Distance)

- c. Local travel or single-day events that do not require an overnight stay are open to all elected officials.
- d. Local travel or single-day events that require an overnight stay must meet the criteria for official travel.

Official Travel – In-state

- a. In-state travel is limited to a maximum of two elected officials per official travel event, except as follows:

The League of California Cities Annual Conference is open to all elected officials, and the League of California Cities New Members Academy is open to all newly elected or appointed members of the City Council.

- b. In-state travel requires elected officials to meet the criteria for official travel

Official Travel – Out-of-state

- a. Out-of-state travel is approved in advance annually with the respective department's Operating Budget
- b. Out-of-state travel is limited to a maximum of two elected officials per conference, with the exception of United States Conference of Mayors and National League of Cities conferences and meetings.
- c. Out-of-state travel requires elected officials to meet the criteria for official travel.

Official Travel – International

- a. International travel is limited to a maximum of three elected officials per trip.



OFFICIAL TRAVEL BY ELECTED OFFICIALS (cont.)

- b. International travel may be initiated by invitation or commemoration of anniversaries with the City of Santa Clara's sister cities.
- c. International travel requires elected officials to meet the criteria for official travel.
- d. International travel is approved in advance annually in the respective department's Operating Budget and must be submitted in advance to the City Council for approval with sufficient time to ensure that, if approved by Council, arrangements can be made before the first day of travel.

Official Travel – Other

For any official travel that has not been pre-approved in the respective department's Operating Budget, requests for travel approval must be submitted to the City Council with sufficient time to ensure that, if approved by Council, arrangements can be made before the first day of travel.

- a. Requests for travel approval must meet all of the criteria for official travel.
- b. Requests for travel approval require 5 votes from the City Council.
- c. When reviewing and considering approval of requested travel by elected officials, the City Council shall ensure compliance with the Brown Act (California Open Meeting Requirements for Local Legislative Bodies).

PROCEDURE

Prior to incurring expenses, review policy to ensure proposed expenses are allowed the criteria established within this policy.

Within fifteen (15) business days of an expense being incurred, elected officials submit to the City Auditor an expense report form, accompanied by receipts, documenting the amount and purpose of each expense and how it meets the requirements of this policy. Course materials must be turned into the respective department's library for open accessibility, except for safety-sensitive materials.



OFFICIAL TRAVEL BY ELECTED OFFICIALS (cont.)

The elected official must file a written or oral report to the City Council within fifteen (15) business days or at the next City Council meeting immediately following any travel attended at City expense, with the criteria outlined within this policy.



Agenda Report

24-398

Agenda Date: 4/23/2024

REPORT TO COUNCIL

SUBJECT

Action on a Resolution Revising the Council and Authorities/Stadium Authority Regular Meetings Dates for the 2024 Calendar Year

BACKGROUND

On October 10, 2023, the Council set the Council and Authorities/Stadium Authority regular meeting dates for the 2024 calendar year. Pursuant to Charter Sec. 707, the City Council shall hold regular meetings at least twice each month.

DISCUSSION

It was recently noticed that the scheduled upcoming November 5, 2024 Joint Council and Authorities Concurrent/Stadium Authority Meeting falls on election day. It is recommended that the Council adopt a Resolution revising the Council and Authorities/Stadium Authority regular meeting dates for the 2024 calendar year to reflect the cancelation of the November 5, 2024 Joint Council and Authorities Concurrent/Stadium Authority regular meeting and set November 12, 2024 as a Joint Council and Authorities Concurrent/Stadium Authority regular meeting.

A copy of the Resolution and the Revised Council and Authorities Meetings 2024 is attached.

ENVIRONMENTAL REVIEW

The action being considered does not constitute a "project" within the meaning of the California Environmental Quality Act ("CEQA") pursuant to CEQA Guidelines section 15378(b)(5) in that it is a governmental organizational or administrative activity that will not result in direct or indirect changes in the environment.

FISCAL IMPACT

There is no fiscal impact other than administrative time and expense to cancel and set the meetings.

COORDINATION

This report has been coordinated with the City Attorney's Office.

PUBLIC CONTACT

Public contact was made by posting the Council agenda on the City's official-notice bulletin board outside City Hall Council Chambers. A complete agenda packet is available on the City's website and in the City Clerk's Office at least 72 hours prior to a Regular Meeting and 24 hours prior to a Special Meeting. A hard copy of any agenda report may be requested by contacting the City Clerk's Office at (408) 615-2220, email clerk@santaclaraca.gov <<mailto:clerk@santaclaraca.gov>> or at the public information desk at any City of Santa Clara public library.

RECOMMENDATION

Adopt a Resolution revising the Council and Authorities/Stadium Authority regular meeting dates for the 2024 calendar year to reflect the cancelation of the November 5, 2024 meeting and to set November 12, 2024 as a Joint Council and Authorities Concurrent/Stadium Authority regular meeting.

Reviewed by: Nora Pimentel, Assistant City Clerk

Approved by: Jovan D. Grogan, City Manager

ATTACHMENTS

1. Resolution
2. Revised Council and Authorities/Stadium Authority 2024 Meetings Calendar

RESOLUTION NO. _____

**A RESOLUTION OF THE CITY OF SANTA CLARA,
CALIFORNIA REVISING THE COUNCIL AND
AUTHORITIES/STADIUM AUTHORITY REGULAR MEETING
DATES FOR THE 2024 CALENDAR YEAR TO REFLECT THE
CANCELATION OF THE NOVEMBER 5, 2024 MEETING AND
SETTING NOVEMBER 12, 024 AS JOINT COUNCIL AND
AUTHORITIES CONCURRENT AND STADIUM AUTHORITY
BOARD MEETING**

BE IT RESOLVED BY THE CITY OF SANTA CLARA AS FOLLOWS:

WHEREAS, on October 10, 2023, the City Council set the Council and Authorities/Stadium Authority regular meeting dates for the 2024 calendar year;

WHEREAS, it was necessary to cancel the November 5, 2024 Joint Council and Authorities Concurrent/Stadium Authority regular meeting as it falls on election day;

WHEREAS, pursuant to Charter Sec. 707, the City Council shall hold regular meetings at least twice each month, and that all regular meetings be set by ordinance or resolution; and,

WHEREAS, to ensure compliance with Charter Sec. 707, it is required that the Council set additional Council and Authorities regular meeting in November 2024, and to add any other regular meetings to the calendar by resolution.

NOW THEREFORE, BE IT FURTHER RESOLVED BY THE CITY OF SANTA CLARA AS FOLLOWS:

1. That the Council revise the Council and Authorities/Stadium regular meeting dates for the 2024 calendar year reflecting the cancelation of the November 5, 2024, setting November 12, 2024 as Joint Council and Authorities Concurrent and Stadium Authority regular meetings.

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2. Effective date. This resolution shall become effective immediately.

I HEREBY CERTIFY THE FOREGOING TO BE A TRUE COPY OF A RESOLUTION PASSED AND ADOPTED BY THE CITY OF SANTA CLARA, CALIFORNIA, AT A REGULAR MEETING THEREOF

HELD ON THE 23rd OF APRIL, 2024, BY THE FOLLOWING VOTE:

AYES: COUNCILORS:

NOES: COUNCILORS:

ABSENT: COUNCILORS:

ABSTAINED: COUNCILORS:

ATTEST:

NORA PIMENTEL, MMC
ASSISTANT CITY CLERK
CITY OF SANTA CLARA

Attachments incorporated by reference: Revised Council and Authorities/Stadium Authority Meetings
Schedule 2024

COUNCIL & AUTHORITIES MEETINGS STADIUM AUTHORITY MEETINGS 2024

January						
S	M	T	W	T	F	S
	1	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30	31			

February						
S	M	T	W	T	F	S
				1	2	3
4	5	6	7	8	9	10
11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28	29		

March						
S	M	T	W	T	F	S
					1	2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30
31						

April						
S	M	T	W	T	F	S
	1	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30				

May						
S	M	T	W	T	F	S
			1	2	3	4
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30	31	

June						
S	M	T	W	T	F	S
						1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	29
30						

July						
S	M	T	W	T	F	S
	1	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30	31			

August						
S	M	T	W	T	F	S
				1	2	3
4	5	6	7	8	9	10
11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28	29	30	31

September						
S	M	T	W	T	F	S
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8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30					

October						
S	M	T	W	T	F	S
		1	2	3	4	5
6	7	8	9	10	11	12
13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28	29	30	31		

November						
S	M	T	W	T	F	S
				1	2	
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30

December						
S	M	T	W	T	F	S
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30	31				

KEY

- City Holiday
- Council Recess
- Council and Authorities Concurrent Meeting
- Stadium Authority Meeting
- Published Calendars of Certain City Officials



Agenda Report

24-422

Agenda Date: 4/23/2024

REPORT TO COUNCIL

SUBJECT

Action to Waive Second Reading and Adopt Ordinance No. 2068 to Authorize the Substantial Building, Construction, Reconstruction, and Development of Henry Schmidt Park in Accordance with the Updated Henry Schmidt Master Plan

BACKGROUND

At the April 9, 2024 Council meeting, proposed Ordinance No. 2068 was passed for the purpose of publication. Pursuant to City Charter Sections 808 and 812, a summary of proposed Ordinance No. 2068 was published to the Santa Clara Weekly on April 17, 2024, and copies were posted in three public places.

DISCUSSION

The approval of the proposed Master Plan for Henry Schmidt Park may be subject to Measure R. In November 2016, voters passed Measure R, which added Section 714.1, Protection of Parkland and Public Open Space, to the City Charter. Measure R prohibits selling, leasing, or otherwise disposing of parkland for a period of one hundred eighty (180) days or more, and prohibits its use from changing, being abandoned, or discontinued without such sale, lease, disposal, or changed use having first been authorized or ratified by a two-thirds majority vote of the electorate during a general municipal election for that purpose. Measure R also prohibits substantial building, construction, reconstruction, or development upon dedicated parkland except pursuant to ordinance subject to referendum. The referendum process is set forth in the Elections Code.

The proposed updated Master Plan for Henry Schmidt Park will include changes to the existing park that may be considered “substantial building, construction, reconstruction, or development.” Therefore, approval of the Master Plan will require an ordinance to comply with Measure R.

ENVIRONMENTAL REVIEW

The action being considered is categorically exempt from the California Environmental Quality Act (“CEQA”) pursuant to the following sections of the CEQA Guidelines:

Section 15302 (Class 2 - Replacement or Reconstruction), in that the project would replace and reconstruct existing facilities on the same site and with substantially the same purpose and capacity as the structure replaced.

Section 1503 (Class 3 - New Construction or Conversion of Small Structures), in that the project will construct limited numbers of new, small facilities or structures and equipment.

Section 15304 (Class 4 - Minor Alterations), and 15304(b) (Class 4(b) - Replacement of Existing Landscaping with Water Efficient Landscaping), in that the project will make minor alterations in the

condition of land, water and/or vegetation which do not involve the removal of healthy, mature scenic trees.

FISCAL IMPACT

In the FY 2022/23 CIP budget, \$235,000 was appropriated for the Henry Schmidt Park Playground Rehabilitation Project. On February 7, 2023, the City Council approved an agreement with Gates and Associates in the amount of \$109,556 to support the development of park concepts and schematic design for the project. While there is no additional fiscal impact associated with the actions in this report related to the update of the Park Master Plan and the adoption of the proposed schematic design, additional funding is needed to complete the remaining scope of design work. This will generally include preparing bid documents (plans, specifications, and engineer's estimate) for public works bidding, providing assistance to coordinate and secure various permits, and providing services during project advertisement and construction.

COORDINATION

This report has been coordinated with the City Attorney's Office and the City Manager's Office.

PUBLIC CONTACT

A summary of proposed Ordinance No. 2068 was published to the Santa Clara Weekly on April 17, 2024, and copies were posted in three public places and made available for public inspection at the City Clerk's Office.

Public contact was made by posting the Council agenda on the City's official-notice bulletin board outside City Hall Council Chambers. A complete agenda packet is available on the City's website and in the City Clerk's Office at least 72 hours prior to a Regular Meeting and 24 hours prior to a Special Meeting. A hard copy of any agenda report may be requested by contacting the City Clerk's Office at (408) 615-2220, email clerk@santaclaraca.gov or at the public information desk at any City of Santa Clara public library.

RECOMMENDATION

Waive Second Reading and Adopt Ordinance No. 2068 to Authorize the Substantial Building, Construction, Reconstruction, and Development of Henry Schmidt Park in Accordance with the Updated Henry Schmidt Master Plan.

Reviewed by: Luis M. Haro, Deputy City Attorney

Approved by: Jovan D. Grogan, City Manager

ATTACHMENTS

1. Ordinance No. 2068 (Intro)

ORDINANCE NO. 2068

**AN ORDINANCE OF THE CITY OF SANTA CLARA,
CALIFORNIA, APPROVING THE HENRY SCHMIDT PARK
MASTER PLAN UPDATE IN ACCORDANCE WITH CITY
CHARTER SECTION 714.1**

WHEREAS, the Henry Schmidt Park (“Park”), located at 555 Los Padres Blvd. was dedicated as 8.50 acres of parkland (APN 294-05-018) in 1977;

WHEREAS, in 2018 the Facility Condition Index Report rated the Park site as “critical”, the building as “poor”, and the playground was given a rating of “D”;

WHEREAS, the Park was prioritized for rehabilitation and funding for the Henry Schmidt Park Playground Rehabilitation Project #3195 (“Project”) was approved by Council in the City’s Biennial Capital Improvement Program (CIP) FY2022/23;

WHEREAS, the Park Master Plan Update will include renovation, expansion, relocation, new construction, and preservation of existing park amenities;

WHEREAS, the voters of the City of Santa Clara passed Measure R in 2016, which added section 714.1 to the City Charter, which prohibits substantial building, construction, reconstruction, or development of parks and recreation facilities except pursuant to ordinance subject to referendum;

WHEREAS, the Park Project improvements constitutes as substantial building, construction, reconstruction and/or development, and is subject to Measure R; and,

WHEREAS, the City Council desires to approve the Park Project improvements by ordinance in accordance with City Charter section 714.1.

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NOW THEREFORE, BE IT FURTHER ORDAINED BY THE CITY OF SANTA CLARA AS FOLLOWS:

SECTION 1: That the City Council hereby approves the building, construction, reconstruction and/or development in accordance with the Henry Schmidt Park Master Plan Update and the Playground Schematic Design, attached hereto and incorporated by this reference, and in accordance with City Charter section 714.1.

SECTION 2: Savings clause. The changes provided for in this ordinance shall not affect any offense or act committed or done or any penalty or forfeiture incurred or any right established or accruing before the effective date of this ordinance; nor shall it affect any prosecution, suit or proceeding pending or any judgment rendered prior to the effective date of this ordinance. All fee schedules shall remain in force until superseded by the fee schedules adopted by the City Council.

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SECTION 3: This Ordinance shall not be codified in the Santa Clara City Code.

SECTION 4: Effective date. This ordinance shall take effect thirty (30) days after its final adoption; however, prior to its final adoption it shall be published in accordance with the requirements of Section 808 and 812 of "The Charter of the City of Santa Clara, California."

PASSED FOR THE PURPOSE OF PUBLICATION this 9TH day of April, 2024, by the following vote:

AYES:	COUNCILORS:	Becker, Chahal, Hardy, Jain, Park, and Watanabe, and Mayor Gillmor
NOES:	COUNCILORS:	None
ABSENT:	COUNCILORS:	None
ABSTAINED:	COUNCILORS:	None

ATTEST:


NORA PIMENTEL, MMC
ASSISTANT CITY CLERK
CITY OF SANTA CLARA

Attachments incorporated by reference:

1. Henry Schmidt Park Master Plan Update
2. Playground Schematic Design



Henry Schmidt Park – Master Plan Update



- 1 NEW ENTRY PLAZA (PERMEABLE PAVERS) WITH ORCHARD GRID
- 2 NEW PLAY AREA (7,200 - 8,300 SF)
- 3 NEW SAND PLAY AREA
- 4 NEW COVERED GROUP PICNIC AREA
- 5 NEW SMALL GROUP PICNIC AREA
- 6 INDIVIDUAL PICNIC AREA
- 7 NEW DROUGHT TOLERANT PLANTINGS
- 8 NEW SIDEWALK
- 9 NEW PATHWAY (PERVIOUS CONC.)
- 10 NEW ENTRY NODE
- 11 NEW PERVIOUS DG PERIMETER WALKING PATH
- 12 NEW DG PATH TO FITNESS STATIONS
- 13 NEW GROUP FITNESS STATIONS
- 14 EX. FITNESS TO BE REMOVED
- 15 RESURFACED & STRIPED PARKING LOT
- 16 UPGRADE EX. LIGHT POLE/FIXTURE
- 17 EXISTING TREE TO REMAIN



City Council Meeting

Item **■** RTC #24-1519

**Action on the Park Master Plan
and Schematic Design for Henry
Schmidt Park Playground
Rehabilitation Project and
Related Budget Amendments**

April 9, 2024



Purpose of Presentation

- Review Existing Henry Schmidt Master Plan
- Present Summary of Community Input
- Introduce Preferred Playground Schematic Design
- Update Henry Schmidt Park Master Plan
- Recommend Approval of the Updated Henry Schmidt Park Master Plan with the Preferred Playground Schematic Design



Background

- September 2013 – Council Established Goal to Enhance Community Sports, Recreation and Arts Assets
- January 2018 – Facility Condition Assessment Report
- February 2023– Gates + Associates Design Contract
- April 2023 – Project Kick-off
- July 18, 2023 – 1st PRC Meeting
- July 19 to August 14, 2023 – Online Survey
- August 4 & 11, 2023 – Pop-up Events
- November 21, 2023 – 2nd PRC Meeting






Project Objectives and Guidelines

- Use research-based best practices in playground design and comply with all current codes.
- Incorporate principles of inclusive playground design in the individual elements and the overall site plan.
- Incorporate seven elements of play (balancing, swinging, sliding, climbing, brachiating, spinning, and running/free play) at the beginner, intermediate and advanced levels of play.
- Increase playground capacity while maintaining historical train theme of the existing park.
- Provide “age-friendly” (multigenerational) spaces.
- Integrate nature and habitat (California native, drought resistant plants) into play environments.
- Provide outreach/education and master planning with residents and community partners.
- Address safe routes to parks (system connectivity) and American Disability Act (ADA) requirements within the park.
- Be sustainable (in materials, construction, life cycle, operations, and maintenance).



Existing Master Plan



- ① Community Room & Public Restroom Facility
- ② Play Area
- ③ Picnic Area
- ④ Parking Lot
- ⑤ Park Lighting
- ⑥ Site Furnishings
- ⑦ Tennis Court
- ⑧ Basketball Court
- ⑨ Softball Field
- ⑩ Loop Path
- ⑪ Multi-use Meadow
- ⑫ Fitness Station 
- ⑬ Existing Tree Grove
- ⑭ Existing Grassy Berm



Community Input

What do you enjoy doing when you visit the park?

Top 5 Activities:

- Walk (52%)
- Play on the Playground (46%)
- Picnic at the Park (38%)
- Enjoy Nature (36%)
- Group Gatherings/Celebrations (30%)





Community Input

What park areas are important to you for the rehabilitation of the project?

Top 5 Areas:

- Shade (64%)
- Playground – Renovate and Expand (60%)
- Picnic Areas (48%)
- Seating Areas (47%)
- Lighting (45%)





Community Input

Which features should be included for the rehabilitation?

Top 5 Features:

- Playground Equipment (57%)
- Looped Walking Path (51%)
- Site Furnishings (50%)
- Large Shaded Group Picnic Area (48%)
- Several Smaller Picnic Areas (46%)



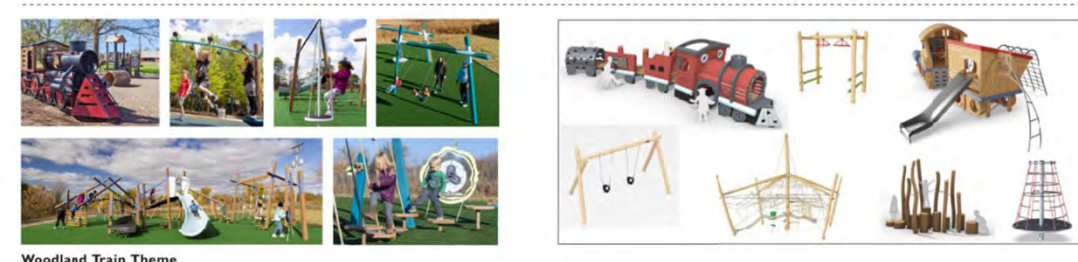


Community Input

Train Theme:



1. Train Depot: 35%



2. Woodland Train: 31%



3. Whimsical Train: 34%



Community Input – 7 Elements of Play



Balancing Play - a



Balancing Play - b



Balancing Play - c

Balancing “c” – 48%



Brachiating Play - a



Brachiating Play - b



Brachiating Play - c

Brachiating “b” – 65%



Climbing Play - a



Climbing Play - b



Climbing Play - c

Climbing “c” – 54%



Community Input – 7 Elements of Play



Sliding Play - a



Sliding Play - b



Sliding Play - c

Sliding “b” – 63%



Spinning Play - a



Spinning Play - b



Spinning Play - c

Spinning “b” – 62%



Swinging Play - a



Swinging Play - b



Swinging Play - c

Swinging “b” – 40%



Community Input – 7 Elements of Play



Sensory Play - a



Sensory Play - b

Sensory Play “b” – 80%



Music Play - a



Music Play - b



Music Play - c

Music Play “b” – 45%



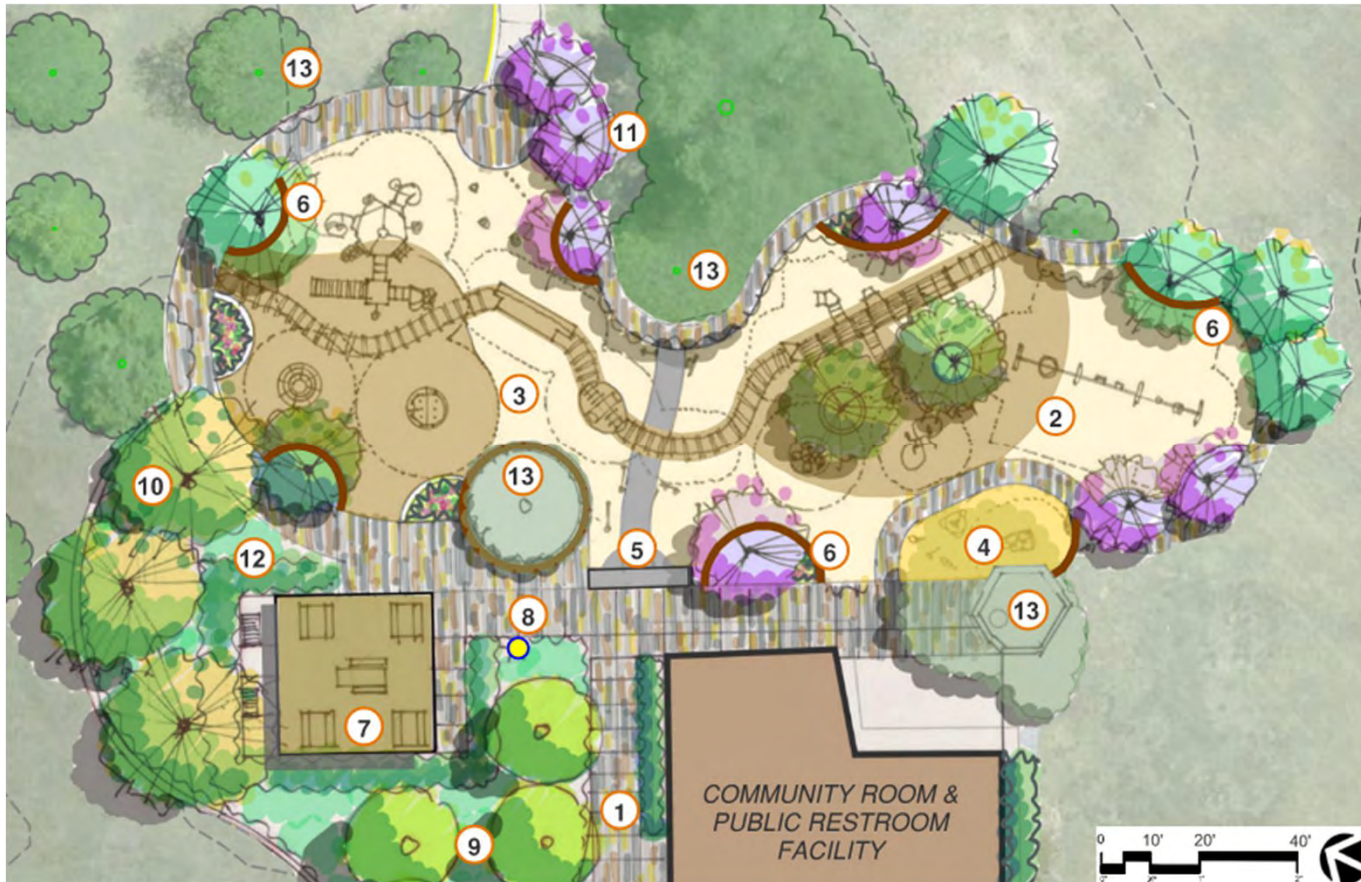
Henry Schmidt Park – Master Plan Update



- 1 NEW ENTRY PLAZA (PERMEABLE PAVERS) WITH ORCHARD GRID
- 2 NEW PLAY AREA (7,200 - 8,300 SF)
- 3 NEW SAND PLAY AREA
- 4 NEW COVERED GROUP PICNIC AREA
- 5 NEW SMALL GROUP PICNIC AREA
- 6 INDIVIDUAL PICNIC AREA
- 7 NEW DROUGHT TOLERANT PLANTINGS
- 8 NEW SIDEWALK
- 9 NEW PATHWAY (PERVIOUS CONC.)
- 10 NEW ENTRY NODE
- 11 NEW PERVIOUS DG PERIMETER WALKING PATH
- 12 NEW DG PATH TO FITNESS STATIONS
- 13 NEW GROUP FITNESS STATIONS
- 14 EX. FITNESS TO BE REMOVED
- 15 RESURFACED & STRIPED PARKING LOT
- 16 UPGRADE EX. LIGHT POLE/FIXTURE
- 17 EXISTING TREE TO REMAIN



Playground Schematic Design – Train Depot



- 1 ENTRY CORRIDOR
- 2 PLAY AREA - AGE 2-5
- 3 PLAY AREA - AGE 6-12
- 4 SAND PLAY
- 5 ENTRY PORTAL
- 6 TREE CUT-OUT WITH SEATING AND ACCENT PLANTINGS
- 7 COVERED GROUP PICNIC AREA WITH BBQ
- 8 PLAZA WITH PERMEABLE PAVERS
- 9 ORCHARD GRID
- 10 SHADE CANOPY TREES
- 11 ACCENT TREES
- 12 NEW DROUGHT TOLERANT PLANTINGS
- 13 EXISTING TREE TO REMAIN



Train Depot Playground: Age 2-5





Train Depot Playground: Age 2-5





City of Santa Clara
The Center of What's Possible

Train Depot Playground: Age 6-12





Playground Option 2: Age 6-12



**Custom Water Tower
w/ "City of Santa Clara" & City Seal**



Playground Option 2: Elements of Play



- #1 Sliding
- #2 Balancing
- #3 Brachiating
- #4 Spinning
- #5 Climbing
- #6 Swinging
- #7 Running



Playground Play Value Comparison

Elements of Play	Ages 2-5					Ages 6-12					Total Capacity	
	Quantity		Level of Play	Proposed Capacity		Quantity		Level of Play	Proposed Capacity		Existing	Train Depot Theme
	Existing	Train Depot Theme	Train Depot Theme	Existing	Train Depot Theme	Existing	Train Depot Theme	Train Depot Theme	Existing	Train Depot Theme		
Balancing	0	2	B / I	0	12	1	1	A	4	12	4	24
Sliding	0	1	B	0	2	1	3	B / A	2	6	2	8
Brachiating	0	1	I / A	0	4	0	1	A	0	12	0	16
Spinning	0	1	B / I	0	10	0	2	B / I	0	23	0	33
Climbing	0	6	B / I / A	0	18	1	7	I / A	8	26	8	44
Swinging	2	5	B / I	2	8	0	4	B / I	0	7	2	15
Running/ Free Play	3	2	N/A	12	20	1	1	N/A	12	17	24	37
Total:	5	18		14	74	4	19		20	103	34	177
Inclusive Play Elements:	0 not accessible	11	B = 3 I = 4 A = 2		26	0 not accessible	9	B = 5 I = 2 A = 2		43	0	69

Level of Play: B = Beginning I = Intermediate A = Advanced



Project Funding

Budget Amendment FY 2023/24

	Current	Increase/ (Decrease)	Revised
Parks and Recreation Capital Fund			
Fund Balance			
Mitigation Fee Act	\$21,859,302	(\$275,000)	\$21,584,302
Expenditures			
Henry Schmidt Playground Rehabilitation	\$235,000	\$275,000	\$510,000

* Construction remains unfunded



Next Steps/Recommendations

1. Determine that the proposed actions are exempt from CEQA pursuant to Section 15301 (Existing Facilities); Section 15303 (New Construction or Conversion of Small Structures); Section 15304 (Minor Alterations to Land); and Section 15304 (Replacement of Existing Landscaping with Water Efficient Landscaping) of Title 14 of California Code of Regulations;
2. Recommend that Council approve the updated Henry Schmidt Park master plan with preferred playground schematic design;



Next Steps/Recommendations

3. Approve the FY 2023/24 budget amendment in the Parks & Recreation Capital Fund to increase the Henry Schmidt Playground rehabilitation project appropriation by \$275,000 and decrease the Mitigation Fee Act fund balance by the same amount (**five affirmative Council votes required for the use of unused balances**); and
4. Waive first reading and introduce an ordinance authorizing the substantial building, construction, reconstruction and development of Henry Schmidt Park in accordance with the Henry Schmidt Park master plan.



Agenda Report

24-336

Agenda Date: 4/23/2024

REPORT TO COUNCIL

SUBJECT

Update on the George F. Haines International Swim Center (ISC)

COUNCIL PILLAR

Enhance Community Sports, Recreational and Arts Assets

BACKGROUND

On January 18, 2024, after receiving a report on conditions at the ISC that presented substantial risks to public health and safety, the City Manager directed that the ISC be closed immediately. Since that time, staff has provided regular updates to the City Council on the status of reports from regulatory agencies and the feasibility of re-opening the ISC. In the last update on March 12, 2024, staff noted that the City had received written reports from both the County Department of Environmental Health that regulates pools (County) and the City's Building Official requiring the continued closure of the facility, but had not secured the cost estimates needed to remedy the identified deficiencies. Following Council discussion of the item, the City Council, by consensus, requested that staff proceed with the development of a punchlist that would get the pools in working condition as quickly as possible and on "a path of least resistance" to ensure compliance and restore service to the community. Prior Council discussion also included options to reopen the ISC or to identify an alternative temporary or permanent solution.

The purpose of this item is to provide the City Council with a status update on those costs and actions that have already been taken to remedy some of the deficiencies.

DISCUSSION

Enclosed as Attachment 1 is a copy of the report from the City's Building Official. Attachments 2, 3, and 4 are the three reports from the County Department of Environmental Health that relate respectively to the dive pool, lap pool and training pool.

The following is a summary of the major conditions that would need to be addressed in order to reopen the ISC:

From City Building Official report:

1. All buildings, grandstands, dive tower and dive pool, and all other related areas to be fenced off and closed to the public.
2. Provided conditions are met, the training and lap pools may be open; however, total occupancy for the facility shall be limited to two hundred (200) persons or less.
3. A minimum of two (2) egress paths fully operational and open during pool hours.

4. Provide the requisite number of showers and bathroom facilities required by the California Plumbing Code (2022 CPC) based on posted maximum occupancy limits.
5. Inspection and approval of pool conditions by the County required prior to the opening of the facility.
6. All potential falling debris hazards are removed from areas directly above those locations

From County report:

Dive pool

1. Pool shell, bottom and sides shall be maintained in a safe and sanitary condition. City to replaster the pool.
2. Permanent markings shall be properly installed and maintained in good repair.
3. Steps, ladders and stairs shall be properly installed and maintained in good repair.
4. Functional flowmeter shall be provided. Repair or replace flow meters on recirculation system to accurately measure flow rate within 10% of flow.
5. Pool shall be enclosed by fence, building, wall and/or other durable enclosure.
6. All gates and doors shall be capable of being locked during times when the pool is closed.
7. Deck width shall be at least 4 feet around pool as measured from coping lip.

Lap Pool

1. Approved enclosure shall be properly installed and maintained in good repair.
2. Proper size and accessibility of life ring with proper length of attached rope shall be provided.
3. Pool shell, bottom and sides shall be maintained in safe and sanitary condition.
4. Permanent markers shall be properly installed and maintained in good repair.
5. Handholds & pool deck shall be maintained in safe and sanitary condition.
6. Functional Flowmeter shall be provided.
7. All gates and doors shall be capable of being locked during times pool is closed.
8. Deck width shall be at least 4 feet around pool as measured from coping lip.

Training Pool

1. Pool shell, bottom and sides shall be maintained in a safe and sanitary condition. City to replaster the pool.
2. Permanent markings shall be properly installed and maintained in good repair.
3. Functional flowmeter shall be provided. Repair or replace flow meters on recirculation system to accurately measure flow rate within 10% of flow.
4. All gates and doors shall be capable of being locked during times pool is closed.
5. Deck width shall be at least 4 feet around pool as measured from coping lip.

Overall Facility

1. Plans for any structural repairs that are required must be submitted for approval.
2. Pool must remain closed until all safety concerns are addressed.
3. All violations regarding pool enclosure and gates due to safety concerns must be corrected and plans submitted to County prior to any modifications.

Upon review of the two reports, and in alignment with Council's direction to focus on efforts to explore re-opening the ISC as quickly as possible, staff proceeded to collect estimates from vendors to address the identified deficiencies. The following table provides a punchlist of the least amount of work that will be required to achieve compliance, together with corresponding cost estimates:

Action Required	Estimate
One-Time Costs	
Remediation of Lead on Canopy Gutters ¹	\$14,600
Remediation/removal of Canopy Gutters ¹	\$24,890
Exterior Fencing (vendor would only provide verbal estimate)	\$500,000
Interior Security Fencing & Gates ¹ (as this would be new fencing, it would be considered a Public Works project. Estimate makes this assumption)	\$310,000
Replastering of the Pools (expense does not include tile/deck repair; Actual cost will likely increase)	\$1,050,000
Total One-Time Costs	\$1,899,490
Ongoing Costs	
Porta Potties & 2 station sink (Lawn Bowl) Note: only until restrooms can be open	\$995 per month
Shower Station (if contract is less than 6 months) 2 showers + ADA; 25% discount (if contract is longer than 6 months)	\$5,995 per month \$53,955 annually w/discount
Total Ongoing Costs	\$6,990 per month² Would be reduced by \$995 once restrooms are re-opened

¹ Because remediation of the canopy is required to re-open the north and south restrooms as well as the storage areas, staff has already instructed the vendor to proceed with this work. The vendor is re-visiting the site next week and is tentatively scheduled to begin remediation on May 2. It is anticipated that the work will take approximately one month to complete. Once this work is completed, the City will no longer need to contract for the porta-potty units that were secured to support the lawn bowl participants.

² Total ongoing monthly cost includes the shower station costs of \$5,995/month and excludes the annual \$53,995 cost for the 2 showers + ADA.

Given that the major cost is resurfacing of the pools and in accordance with Council's desire to revisit whether a lesser option might be available, City staff inquired whether the County would consider repair of the plaster rather than a full resurfacing. The County responded that "Considering the plaster in these pools is more than 20 years old, the plaster needs to be replaced."

Consequently, if the Council wishes to re-open the ISC, the minimum cost is approximately \$1,900,000. It is important to keep in mind that should this investment be made, there is no guarantee that the pool will remain operational for any specific time period as there is no way to predict which piece of equipment might fail next. Moreover, with a maximum allowable occupancy of only 200 persons during the temporary re-opening, the City would be spending \$10,000 per participant for those repairs. It is also important to keep in mind that re-opening the lap/training pools will only address the needs of the competitive Santa Clara Swim Club program and the City's lap swim program as the dive well will remain closed and the ISC does not meet the needs of the Aquamaids who prefer warm, deep water.

Given the County's April 17th decision to require replastering of the pools, the significant investment associated with that direction, and Council's prior direction to look at both temporary and permanent solutions that would result in restoring access to City pools, staff is still looking into other potential options to provide access to appropriate facilities. To that end, the City has requested that the

consultant team provide renderings and cost estimates for different design options, including a design that would incorporate a modular pool. The renderings are not available at the time of this report; however, they may be available by the time of the Council meeting on April 23rd. As soon as the renderings and cost estimates are completed, staff will schedule an additional Council update. At that time, staff will seek Council direction on a desired course of action and next steps.

ENVIRONMENTAL REVIEW

The action being considered does not constitute a “project” within the meaning of the California Environmental Quality Act (“CEQA”) pursuant to CEQA Guidelines section 15378(a) as it has no potential for resulting in either a direct physical change in the environment, or a reasonably foreseeable indirect physical change in the environment.

FISCAL IMPACT

This report does not have any fiscal impact as Council direction is not being requested at this time.

COORDINATION

This report has been coordinated with the City Attorney’s Office and the City Manager.

PUBLIC CONTACT

Public contact was made by posting the Council agenda on the City’s official-notice bulletin board outside City Hall Council Chambers. A complete agenda packet is available on the City’s website and in the City Clerk’s Office at least 72 hours prior to a Regular Meeting and 24 hours prior to a Special Meeting. A hard copy of any agenda report may be requested by contacting the City Clerk’s Office at (408) 615-2220, email clerk@santaclaraca.gov <<mailto:clerk@santaclaraca.gov>> or at the public information desk at any City of Santa Clara public library.

RECOMMENDATION

It is recommended that the City Council:

1. Note and file the report.

Reviewed by: Cynthia Bojorquez, Assistant City Manager/Acting Director of Parks and Recreation
Approved by: Jovan D. Grogan, City Manager

ATTACHMENTS

1. City of Santa Clara Building Official Report
2. County Department of Environmental Health Report (Dive Pool)
3. County Department of Environmental Health Report (Lap Pool)
4. County Department of Environmental Health Report (Training Pool)



February 23, 2024

Re: International Swim Center

Hello Cynthia,

Thank you for inviting Building to assist in the assessment of the International Swim Center and if there is a possible way of a limited opening of the facility. Building is only one of several City stakeholders that should have an input into this decision.

Pool Area and Deck

Building would support the opening of the swimming lap pools and the associated pool deck areas with the following conditions;

1. All buildings, grandstands, dive tower and pool, and all other related areas are fenced off and closed to the public.
 - a. An access gate may be installed in said fence to allow for maintenance staff access to the pool equipment room, and similar areas, for regular maintenance.
2. Occupancy limited to a maximum of two hundred (200) persons or less.
 - a. Maximum occupancy signage shall be posted in conspicuous locations as directed by the Fire Marshal and/or Building Official.
 - b. Directional signage for egress paths shall be posted in conspicuous locations as directed by the Fire Marshal and/or Building Official at regular intervals.
3. A minimum of two (2) egress paths shall be fully operational and open during pool hours.
 - a. At least 50% of the provided egress paths shall be fully accessible.
4. Provide the requisite number of shower and bathroom facilities required by the California Plumbing Code (2022 CPC) based upon the posted maximum occupancy limits. Please coordinate with the Building Division to determine the number, type and location of these fixtures. These temporary fixtures shall meet all required accessibility provisions.
5. Health and Safety as well as Water quality provisions for the site are under the purview of the County of Santa Clara Environmental Health Department. There inspection and approval of the pool conditions are also required prior to the opening of the facility.



Existing Bathrooms and Storage Areas

Building would support the opening and use of the existing bathroom facilities, located on either side of the grandstand, that serves the “Bowling Green” and Public Park with the following conditions;

1. All potential falling debris hazards are removed from the areas directly above these locations.

Thank you,

Armand Lobao | Building Official

City of Santa Clara ~ Building Division
1500 Warburton Avenue | Santa Clara, CA 95050
Direct (408) 615-2401 | Fax (408) 241-3823
Email: alobao@santaclaraca.gov



County of Santa Clara
Department of Environmental Health
Consumer Protection Division

[K49 - 48-hour notice]



1555 Berger Drive, Suite 300, San Jose, CA 95112-2716
 Phone (408) 918-3400 www.ehinfo.org

OFFICIAL INSPECTION REPORT

Facility FA0211895 - SANTA CLARA INT'L SWIM CTR-DIVING		Site Address 2625 PATRICIA DR, SANTA CLARA, CA 95050		Inspection Date 02/28/2024	
Program PR0310346 - REC BODY OF WATER 5,000 SQ FT & OVER RC 3 - RH04			Owner Name CITY OF SANTA CLARA		Inspection Time 12:00 - 12:30
Inspected By FARHAD AMIR-EBRAHIMI		Inspection Type ROUTINE INSPECTION		Consent By ALEX AUERBACK	

Placard Color & Score N/A N/A
--

Mail To: SANTA CLARA INT'L SWIM CENTER
 PARKS SERVICE CENTER
 2600 BENTON ST
 SANTA CLARA, CA 95051

Pool Violations:

R12 - POOL SHELL, BOTTOM & SIDES maintained in a safe and sanitary condition Pieces of plaster have come off and discoloration observed inside pool [CA] Replaster the pool	OU
R13 - PERMANENT MARKINGS properly installed and maintained in good repair "No Diving" markers required adjacent to depth marking tiles [CA] Provide "No Diving" markers adjacent to depth marking tiles.	OU
R14 - STEPS, LADDERS & STAIRS properly installed and maintained in good repair Staining observed on stairs in dive tower[CA] Remove stains from the stairs	OU
R31 - Functional FLOWMETER provided REPEAT VIOLATION: Flowmeter not functioning on recirculation system [CA] Repair or replace flow meters on recirculation system to accurately measure flow rate within 10% of flow	OU
SR01 - Pool is enclosed by fence, building, wall, and/or other approved durable enclosure	OU

OFFICIAL INSPECTION REPORT

Facility FA0211895 - SANTA CLARA INT'L SWIM CTR-DIVING	Site Address 2625 PATRICIA DR, SANTA CLARA, CA 95050	Inspection Date 02/28/2024
Program PR0310346 - REC BODY OF WATER 5,000 SQ FT & OVER RC 3 - RH04	Owner Name CITY OF SANTA CLARA	Inspection Time 12:00 - 12:30

Fencing and enclosure.

A. Gaps located in chain link fence.

1. Gaps range in size between 5 inches and 2.5 – 3 inches.
2. Areas of fencing seen to be under landscaping rather than concrete.
3. Climbable vegetation observed along some fence areas.
4. Areas between post and gate may allow passage of a 4-inch sphere.
5. South fencing has a trash can located outside enclosure which may be used for climbing into pool area.
6. Some fencing has a gap between the fence and concrete which may allow the passage of a 4-inch sphere.
7. West area enclosure has a 41-inch climbable post.
8. North area enclosure has a gate latch which is 41 inches and may allow climbing.

[CA] The pool shall be enclosed by one or a combination of the following: a fence, portion of a building, wall, or other approved durable enclosure. Doors, openable windows, gates of living units or associated private premises shall not be permitted as part of the pool enclosure. The enclosure, doors and gates shall meet all of the following specifications:

1. The enclosure shall have a minimum effective perpendicular height of 5 feet (1524 mm) as measured from the outside as depicted in Figure 31B-4; and
2. Openings, holes or gaps in the enclosure, doors and/or gates shall not allow the passage of a 4-inch (102 mm) diameter sphere. The enclosure shall be constructed over a hard and permanent material equivalent to concrete; and
3. The enclosure shall be designed and constructed so that it cannot be readily climbed by small children. Horizontal and diagonal member designs which might serve as a ladder for small children are prohibited. Horizontal members shall be spaced at least 48 inches (1219 mm) apart. No planters or other structures that can be climbed shall be permitted within 5 feet (1524 mm) of the outside of the pool enclosure or within a 5 foot (1524 mm) arc as depicted in Figure 31B-5. The area 5 feet (1524 mm) outside of the pool enclosure shall be a common area open to the public; and
4. Chain link may be used, provided that the openings are not greater than 1¼ inches (44 mm) measured horizontally.

SR15 - All gates and doors are capable of being locked during times when the pool is closed

OU

Gates are not self-closing and self-latching [CA] Gates and doors opening into the pool enclosure also shall meet the following specifications:

1. Gates and doors shall be equipped with self-closing and self-latching devices. The self-latching device shall keep the gate or door securely closed. Gates and doors shall open outwardly away from the pool except where otherwise prohibited by law. Hand activated door or gate opening hardware shall be located at a height no lower than 42 inches (1067 mm) but no higher than 44 inches (1179 mm) above the deck or walkway; and
2. Gates and doors shall be capable of being locked during times when the pool is closed. Exit doors which comply with Chapter 10, Title 24, California Code of Regulations shall be considered as meeting these requirements; and
3. The pool enclosure shall have at least one means of egress without a key for emergency purposes. Unless all gates or doors are so equipped, those gates and/or doors which will allow egress without a key shall have a sign in letters at least 4 inches (102 mm) high stating EMERGENCY EXIT; and
4. The enclosure shall be constructed so that all persons will be required to pass through common pool enclosure gates or doors in order to gain access to the pool area. All gates and doors exiting the pool area shall open into a public area or a walkway accessible by all patrons of the pool.

SR19 - Deck width is at least 4 feet around pool as measured from coping lip

OU

Hose runner on deck. This is a tripping hazard [CA] Remove hose runner on deck to reduce risk of trip hazard.

SVRS Observation:

No significant health code violations observed at time of inspection.

Measured Observations

<u>Item</u>	<u>Location</u>	<u>Measurement & Comments</u>
Cyanuric acid		0.00 PPM
Chlorine		1.00 PPM
pH		7.40 pH

Overall Comments:

I conducted a joint inspection with Senior Environmental Health Specialist Aziz Husein. We met with Alex Auerbach, Parks

OFFICIAL INSPECTION REPORT

Facility FA0211895 - SANTA CLARA INT'L SWIM CTR-DIVING	Site Address 2625 PATRICIA DR, SANTA CLARA, CA 95050	Inspection Date 02/28/2024
Program PR0310346 - REC BODY OF WATER 5,000 SQ FT & OVER RC 3 - RH04	Owner Name CITY OF SANTA CLARA	Inspection Time 12:00 - 12:30

Foreperson, with City of Santa Clara, and other City officials, including Cynthia Bojorquez, Assistant City Manager. According to Alex Auerbach this pool has been self-closed since January 2024.

You are hereby directed to correct all violations regarding the pool enclosure and gates due to safety concerns. Submit plans to this Department by 03/22/24 for approval prior to any modifications to the pool enclosure and gates.

For any structural modification, such as replastering the pool, plans must be submitted for approval to Plan Check section of this Department.

Pool must remain closed until all safety concerns are addressed. Contact the Department of Environmental Health for inspection prior to reopening the pool.

CLOSURE / PERMIT SUSPENSION NOTICE


When required to determine compliance, a single reinspection will be conducted without additional charge. If subsequent reinspections are required, an hourly fee (minimum one hour) at the current rate approved by the Board of Supervisors will be assessed for each and every reinspection until the necessary changes or corrections are made. Unless otherwise noted by the inspector, all violations are to be corrected no later than **3/13/2024**. Any major change in menu or any change in ownership must have prior approval by this Department. This may require structural and/or equipment changes or remodeling to accommodate new operations.

This notice is to inform you that as of this date the Environmental Health Permit for the above mentioned pool facility is hereby suspended and all operations therewith are ordered to cease. This action is taken in accordance with Section 65545 of the California Code of Regulations which states "A public pool that is maintained or operated in a manner that creates an unhealthful, unsafe, or unsanitary condition may be closed by the enforcing agent. A public pool shall not be reopened until the unhealthful, unsafe, or unsanitary condition has been rectified and upon specific written approval from the enforcing agent."

You have the right to make a written request for a hearing within 15 days after receipt of this notice to show just cause why the permit suspension is not warranted. Failure to request such a hearing within the 15-day period shall be deemed a waiver of the right to a hearing. After these violations have been corrected, you must call the Department of Environmental Health for a reinspection to reinstate the permit to operate. Phone #: (408)918-3400.

Legend:

[COS]	Corrected on Site
[CA]	Corrective Action
[PPM]	Part per Million
[SA]	Suitable Alternative
[SVRS]	Safety Vacuum Release System

	Account ID: AR1211895	Permit Exp. Date:
	Payment can be made online by visiting www.EHinfo.org .	



OFFICIAL INSPECTION REPORT

Facility FA0211895 - SANTA CLARA INT'L SWIM CENTER-LAP		Site Address 2625 PATRICIA DR, SANTA CLARA, CA 95050		Inspection Date 02/28/2024	
Program PR0310345 - REC BODY OF WATER 5,000 SQ FT & OVER RC 3 - RH04			Owner Name CITY OF SANTA CLARA		Inspection Time 11:10 - 12:00
Inspected By FARHAD AMIR-EBRAHIMI	Inspection Type ROUTINE INSPECTION		Consent By ALEX AUERBACK		

Placard Color & Score
N/A
N/A

Mail To: SANTA CLARA INT'L SWIM CENTER
 PARKS SERVICE CENTER
 2600 BENTON ST
 SANTA CLARA, CA 95051

Pool Violations:

R02 - Approved ENCLOSURE properly installed and maintained in good repair

OU

Fencing and enclosure.

A. Gaps located in chain link fence.

- 1. Gaps range in size between 5 inches and 2.5 – 3 inches.***
- 2. Areas of fencing seen to be under landscaping rather than concrete.***
- 3. Climbable vegetation observed along some fence areas.***
- 4. Areas between post and gate may allow passage of a 4-inch sphere.***
- 5. South fencing has a trash can located outside enclosure which may be used for climbing into pool area.***
- 6. Some fencing has a gab between the fence and concrete which may allow the passage of a 4-inch sphere.***
- 7. West area enclosure has a 41-inch climbable post.***
- 8. North area enclosure has a gate latch which is 41 inches and may allow climbing.***

[CA] The pool shall be enclosed by one or a combination of the following: a fence, portion of a building, wall, or other approved durable enclosure. Doors, openable windows, gates of living units or associated private premises shall not be permitted as part of the pool enclosure. The enclosure, doors and gates shall meet all of the following specifications:

- 1. The enclosure shall have a minimum effective perpendicular height of 5 feet (1524 mm) as measured from the outside as depicted in Figure 31B-4; and***
- 2. Openings, holes or gaps in the enclosure, doors and/or gates shall not allow the passage of a 4-inch (102 mm) diameter sphere. The enclosure shall be constructed over a hard and permanent material equivalent to concrete; and***
- 3. The enclosure shall be designed and constructed so that it cannot be readily climbed by small children. Horizontal and diagonal member designs which might serve as a ladder for small children are prohibited. Horizontal members shall be spaced at least 48 inches (1219 mm) apart. No planters or other structures that can be climbed shall be permitted within 5 feet (1524 mm) of the outside of the pool enclosure or within a 5 foot (1524 mm) arc as depicted in Figure 31B-5. The area 5 feet (1524 mm) outside of the pool enclosure shall be a common area open to the public; and***
- 4. Chain link may be used, provided that the openings are not greater than 1¼ inches (44 mm) measured horizontally.***

R05 - Proper size and accessibility of LIFE RING with proper length of ATTACHED ROPE provided

OU

Life ring and rescue pole are available only on one side of the pool [CA] For public pools that exceed 75 feet in length or 50 feet in width, the pool operator shall provide a rescue pole and a life ring on at least two opposing sides of the public pool at centralized locations.

R12 - POOL SHELL, BOTTOM & SIDES maintained in a safe and sanitary condition

OU

Plaster is damaged various areas and brown discoloration in the pool [CA] Repair or replaster the pool

Some side tiles have fallen inside the pool [CA] Remove fallen tiles and reinstall missing tiles

R13 - PERMANENT MARKINGS properly installed and maintained in good repair

OU

“No Diving” markers required adjacent to depth marking tiles [CA] Provide “No Diving” markers adjacent to depth marking tiles.

OFFICIAL INSPECTION REPORT

Facility FA0211895 - SANTA CLARA INT'L SWIM CENTER-LAP	Site Address 2625 PATRICIA DR, SANTA CLARA, CA 95050	Inspection Date 02/28/2024
Program PR0310345 - REC BODY OF WATER 5,000 SQ FT & OVER RC 3 - RH04	Owner Name CITY OF SANTA CLARA	Inspection Time 11:10 - 12:00

R21 - HANDHOLDS & POOL DECK maintained in a safe and sanitary condition OU
On the West side ladder is lose [CA] Make the ladder secure

R31 - Functional FLOWMETER provided OU
REPEAT VIOLATION:

Flowmeter not functioning on recirculation system [CA] Repair or replace flow meters on recirculation system to accurately measure flow rate within 10% of flow

SR15 - All gates and doors are capable of being locked during times when the pool is closed OU
Gates are not self-closing and self-latching [CA] Gates and doors opening into the pool enclosure also shall meet the following specifications:

- 1. Gates and doors shall be equipped with self-closing and self-latching devices. The self-latching device shall keep the gate or door securely closed. Gates and doors shall open outwardly away from the pool except where otherwise prohibited by law. Hand activated door or gate opening hardware shall be located at a height no lower than 42 inches (1067 mm) but no higher than 44 inches (1179 mm) above the deck or walkway; and**
- 2. Gates and doors shall be capable of being locked during times when the pool is closed. Exit doors which comply with Chapter 10, Title 24, California Code of Regulations shall be considered as meeting these requirements; and**
- 3. The pool enclosure shall have at least one means of egress without a key for emergency purposes. Unless all gates or doors are so equipped, those gates and/or doors which will allow egress without a key shall have a sign in letters at least 4 inches (102 mm) high stating EMERGENCY EXIT; and**
- 4. The enclosure shall be constructed so that all persons will be required to pass through common pool enclosure gates or doors in order to gain access to the pool area. All gates and doors exiting the pool area shall open into a public area or a walkway accessible by all patrons of the pool.**

SR19 - Deck width is at least 4 feet around pool as measured from coping lip OU
1. Hose runner on deck. This is a tripping hazard [CA] Remove hose runner on deck to reduce risk of trip hazard.

2. Concrete cracked near west side ladder [CA] Repair/replace/service concrete near ladder.

SVRS Observation:

No significant health code violations observed at time of inspection.

Measured Observations

<u>Item</u>	<u>Location</u>	<u>Measurement & Comments</u>
Cyanuric acid		0.00 PPM
pH		7.60 pH
Chlorine		2.00 PPM

Overall Comments:

I conducted a joint inspection with Senior Environmental Health Specialist Aziz Husein. We met with Alex Auerbach, Parks Foreperson, with City of Santa Clara, and other City officials, including Cynthia Bojorquez, Assistant City Manager. According to Alex Auerbach this pool has been self-closed since January 2024.

You are hereby directed to correct all violations regarding the pool enclosure and gates due to safety concerns. Submit plans to this Department by 03/22/24 for approval prior to any modifications to the pool enclosure and gates.

For any structural modification, such as replastering the pool, plans must be submitted for approval to Plan Check section of this Department.

Pool must remain closed until all safety concerns are addressed. Contact the Department of Environmental Health for inspection prior to reopening the pool.

OFFICIAL INSPECTION REPORT

Facility FA0211895 - SANTA CLARA INT'L SWIM CENTER-LAP	Site Address 2625 PATRICIA DR, SANTA CLARA, CA 95050	Inspection Date 02/28/2024
Program PR0310345 - REC BODY OF WATER 5,000 SQ FT & OVER RC 3 - RH04	Owner Name CITY OF SANTA CLARA	Inspection Time 11:10 - 12:00

CLOSURE / PERMIT SUSPENSION NOTICE


When required to determine compliance, a single reinspection will be conducted without additional charge. If subsequent reinspections are required, an hourly fee (minimum one hour) at the current rate approved by the Board of Supervisors will be assessed for each and every reinspection until the necessary changes or corrections are made. Unless otherwise noted by the inspector, all violations are to be corrected no later than **3/13/2024**. Any major change in menu or any change in ownership must have prior approval by this Department. This may require structural and/or equipment changes or remodeling to accommodate new operations.

This notice is to inform you that as of this date the Environmental Health Permit for the above mentioned pool facility is hereby suspended and all operations therewith are ordered to cease. This action is taken in accordance with Section 65545 of the California Code of Regulations which states "A public pool that is maintained or operated in a manner that creates an unhealthful, unsafe, or unsanitary condition may be closed by the enforcing agent. A public pool shall not be reopened until the unhealthful, unsafe, or unsanitary condition has been rectified and upon specific written approval from the enforcing agent."

You have the right to make a written request for a hearing within 15 days after receipt of this notice to show just cause why the permit suspension is not warranted. Failure to request such a hearing within the 15-day period shall be deemed a waiver of the right to a hearing. After these violations have been corrected, you must call the Department of Environmental Health for a reinspection to reinstate the permit to operate. Phone #: (408)918-3400.

Legend:

- [COS]** Corrected on Site
- [CA]** Corrective Action
- [PPM]** Part per Million
- [SA]** Suitable Alternative
- [SVRS]** Safety Vacuum Release System

	Account ID: AR1211895	Permit Exp. Date:
	Payment can be made online by visiting www.EHinfo.org .	



OFFICIAL INSPECTION REPORT

Facility FA0211895 - SANTA CLARA INT'L SWIM CTR-TRAINING		Site Address 2625 PATRICIA DR, SANTA CLARA, CA 95050		Inspection Date 02/28/2024	
Program PR0310344 - REC BODY OF WATER UP TO 4,999 SQ FT RC 3 - RH02			Owner Name CITY OF SANTA CLARA		Inspection Time 10:30 - 11:10
Inspected By FARHAD AMIR-EBRAHIMI	Inspection Type ROUTINE INSPECTION	Consent By ALEX AUERBACK			

Placard Color & Score
N/A
N/A

Mail To: SANTA CLARA INT'L SWIM CENTER
 PARKS SERVICE CENTER
 2600 BENTON ST
 SANTA CLARA, CA 95051

Pool Violations:

R12 - POOL SHELL, BOTTOM & SIDES maintained in a safe and sanitary condition OU
Brown discoloration observed inside pool and parts of plaster are missing [CA] Replaster the pool

R13 - PERMANENT MARKINGS properly installed and maintained in good repair OU
"No Diving" markers required adjacent to depth marking tiles [CA] Provide "No Diving" markers adjacent to depth marking tiles.

R31 - Functional FLOWMETER provided OU
REPEAT VIOLATION:
Flowmeter not functioning on recirculation system [CA] Repair or replace flow meters on recirculation system to accurately measure flow rate within 10% of flow

SR01 - Pool is enclosed by fence, building, wall, and/or other approved durable enclosure OU
Fencing and enclosure.
A. Gaps located in chain link fence.
 1. Gaps range in size between 5 inches and 2.5 – 3 inches.
 2. Areas of fencing seen to be under landscaping rather than concrete.
 3. Climbable vegetation observed along some fence areas.
 4. Areas between post and gate may allow passage of a 4-inch sphere.
 5. South fencing has a trash can located outside enclosure which may be used for climbing into pool area.
 6. Some fencing has a gab between the fence and concrete which may allow the passage of a 4-inch sphere.
 7. West area enclosure has a 41-inch climbable post.
 8. North area enclosure has a gate latch which is 41 inches and may allow climbing.

[CA] The pool shall be enclosed by one or a combination of the following: a fence, portion of a building, wall, or other approved durable enclosure. Doors, openable windows, gates of living units or associated private premises shall not be permitted as part of the pool enclosure. The enclosure, doors and gates shall meet all of the following specifications:

1. The enclosure shall have a minimum effective perpendicular height of 5 feet (1524 mm) as measured from the outside as depicted in Figure 31B-4; and
2. Openings, holes or gaps in the enclosure, doors and/or gates shall not allow the passage of a 4-inch (102 mm) diameter sphere. The enclosure shall be constructed over a hard and permanent material equivalent to concrete; and
3. The enclosure shall be designed and constructed so that it cannot be readily climbed by small children. Horizontal and diagonal member designs which might serve as a ladder for small children are prohibited. Horizontal members shall be spaced at least 48 inches (1219 mm) apart. No planters or other structures that can be climbed shall be permitted within 5 feet (1524 mm) of the outside of the pool enclosure or within a 5 foot (1524 mm) arc as depicted in Figure 31B-5. The area 5 feet (1524 mm) outside of the pool enclosure shall be a common area open to the public; and
4. Chain link may be used, provided that the openings are not greater than 1¼ inches (44 mm) measured horizontally.

SR15 - All gates and doors are capable of being locked during times when the pool is closed OU

OFFICIAL INSPECTION REPORT

Facility FA0211895 - SANTA CLARA INT'L SWIM CTR-TRAINING	Site Address 2625 PATRICIA DR, SANTA CLARA, CA 95050	Inspection Date 02/28/2024
Program PR0310344 - REC BODY OF WATER UP TO 4,999 SQ FT RC 3 - RH02	Owner Name CITY OF SANTA CLARA	Inspection Time 10:30 - 11:10

Gates are not self-closing and self-latching [CA] Gates and doors opening into the pool enclosure also shall meet the following specifications:

- 1. Gates and doors shall be equipped with self-closing and self-latching devices. The self-latching device shall keep the gate or door securely closed. Gates and doors shall open outwardly away from the pool except where otherwise prohibited by law. Hand activated door or gate opening hardware shall be located at a height no lower than 42 inches (1067 mm) but no higher than 44 inches (1179 mm) above the deck or walkway; and**
- 2. Gates and doors shall be capable of being locked during times when the pool is closed. Exit doors which comply with Chapter 10, Title 24, California Code of Regulations shall be considered as meeting these requirements; and**
- 3. The pool enclosure shall have at least one means of egress without a key for emergency purposes. Unless all gates or doors are so equipped, those gates and/or doors which will allow egress without a key shall have a sign in letters at least 4 inches (102 mm) high stating EMERGENCY EXIT; and**
- 4. The enclosure shall be constructed so that all persons will be required to pass through common pool enclosure gates or doors in order to gain access to the pool area. All gates and doors exiting the pool area shall open into a public area or a walkway accessible by all patrons of the pool.**

SR19 - Deck width is at least 4 feet around pool as measured from coping lip

OU

Pole hole on the deck is a safety hazard [CA] Modify for to make safe

ADA chair appears to be non-operable [CA] Repair or replace as needed to have an operable ADA chair

SVRS Observation:

No significant health code violations observed at time of inspection.

Measured Observations

<u>Item</u>	<u>Location</u>	<u>Measurement & Comments</u>
pH		7.60 pH
Chlorine		2.00 PPM
Cyanuric acid		0.00 PPM

Overall Comments:

I conducted a joint inspection with Senior Environmental Health Specialist Aziz Husein. We met with Alex Auerbach, Parks Foreperson, with City of Santa Clara, and other City officials, including Cynthia Bojorquez, Assistant City Manager. According to Alex Auerbach this pool has been self-closed since January 2024.

You are hereby directed to correct all violations regarding the pool enclosure and gates due to safety concerns. Submit plans to this Department by 03/22/24 for approval prior to any modifications to the pool enclosure and gates.

For any structural modification, such as replastering the pool, plans must be submitted for approval to Plan Check section of this Department.

Pool must remain closed until all safety concerns are addressed. Contact the Department of Environmental Health for inspection prior to reopening the pool.

CLOSURE / PERMIT SUSPENSION NOTICE

When required to determine compliance, a single reinspection will be conducted without additional charge. If subsequent reinspections are required, an hourly fee (minimum one hour) at the current rate approved by the Board of Supervisors will be assessed for each and every reinspection until the necessary changes or corrections are made. Unless otherwise noted by the inspector, all violations are to be corrected no later than **3/13/2024**. Any major change in menu or any change in ownership must have prior approval by this Department. This may require structural and/or equipment changes or remodeling to accommodate new operations.

This notice is to inform you that as of this date the Environmental Health Permit for the above mentioned pool facility is hereby suspended and all operations therewith are ordered to cease. This action is taken in accordance with Section 65545 of the California Code of Regulations which states "A public pool that is maintained or operated in a manner that creates an unhealthful, unsafe, or unsanitary condition may be closed by the enforcing agent. A public pool shall not be reopened until the unhealthful, unsafe, or unsanitary condition has been rectified and upon specific written approval from the enforcing agent."


You have the right to make a written request for a hearing within 15 days after receipt of this notice to show just cause why the permit suspension is not warranted. Failure to request such a hearing within the 15-day period shall be deemed a waiver of the right to a hearing. After these violations have been corrected, you must call the Department of Environmental Health for a reinspection to reinstate the permit to operate. Phone #: (408)918-3400.

OFFICIAL INSPECTION REPORT

Facility FA0211895 - SANTA CLARA INT'L SWIM CTR-TRAINING	Site Address 2625 PATRICIA DR, SANTA CLARA, CA 95050	Inspection Date 02/28/2024
Program PR0310344 - REC BODY OF WATER UP TO 4,999 SQ FT RC 3 - RH02	Owner Name CITY OF SANTA CLARA	Inspection Time 10:30 - 11:10

Legend:

- [COS]** Corrected on Site
- [CA]** Corrective Action
- [PPM]** Part per Million
- [SA]** Suitable Alternative
- [SVRS]** Safety Vacuum Release System

	Account ID: AR1211895	Permit Exp. Date:
	Payment can be made online by visiting www.EHinfo.org .	



Agenda Report

24-101

Agenda Date: 4/23/2024

REPORT TO COUNCIL

SUBJECT

Public Hearing: Action on the Adoption of the FY 2024/25 Proposed Municipal Fee Schedule

COUNCIL PILLAR

Deliver and Enhance High Quality Efficient Services and Infrastructure

BACKGROUND

Many of the City of Santa Clara's fees, rates, and charges ("Fees") are contained in a municipal fee schedule, which is adopted by the City Council by resolution. Generally, the fee schedule is updated annually which helps ensure that the Fees comply with applicable law, including the California Constitution as well as provide transparency in the fee structure for the City's development-related and other municipal fees.

California Constitution Article XIIC and other applicable laws enable local agencies to set fees without voter approval; provided, among other things, the fees do not exceed the reasonable cost of service. To the extent that a fee has been set based upon a presumption of 100% cost recovery, the City cannot generally waive the fee unless it covers the cost of such waiver out of another permissible funding source such as the General Fund or as otherwise allowed under state law.

California Government Code Section 66016(a) and 66018 states that prior to imposing a new fee or increasing an existing one, a local agency shall hold at least one open and public meeting at which oral or written presentations can be made as part of a regularly scheduled meeting and notice of such hearing must be published. Pursuant to Government Code section 66018, notices for this public hearing were published in the Santa Clara Weekly on April 3 and April 10, 2024. Staff has also notified all interested parties that have requested to be notified regarding proposed fee updates. This item and staff's recommendations are intended to be considered upon completion of the public hearing. The public hearing provides all interested parties with an opportunity to comment or request clarification regarding any of the Fees.

The FY 2024/25 Proposed Municipal Fee Schedule ("Fee Schedule") is based on the results of a recently completed comprehensive study of the current costs of providing fee-related services prepared by ClearSource Financial Consulting. The User and Regulatory Fees Study is included as Attachment 1 to this report and Fee Schedule is included as Attachment 2.

A Study Session on the FY 2024/25 Proposed Fee Schedule was held on April 9, 2024. Responses to the City Council and public questions and feedback are provided in Attachment 3.

DISCUSSION

The City's Municipal Fee Schedule generally contains fees for City services which include, but are

not limited to:

- Planning Fees, for services such as entitlement review and review for compliance with the zoning code
- Building Fees, for services such as permitting of new construction or modifications to existing structures
- Engineering Fees, for services such as map review, encroachment permitting, and public improvement review
- Fire Fees, for services such as annual inspections and construction review to ensure compliance with the fire code
- Utility Fees, for services such as requests for sewer lateral inspections, and restoration of discontinued service
- Police Fees, for services such as vehicle impound and false alarm response
- Recreation Fees, for services such as program participation, and facility rentals
- Administrative Fees, for services such as requests for public records

Over 1,000 individual fees were reviewed as part of the comprehensive fee study done in preparation of the FY 2024/25 Proposed Fee Schedule. As shown in the table below, the majority of the fees are unchanged or reflect cost of service increases of less than 10%. There are limited fees that are increased above 10%, decreased, restructured, new or deleted.

Proposed Fee Changes	Fee Count	%
Fees Unchanged	485	39%
Cost of Service Increase <10%	422	34%
Cost of Service Increase >10%	48	4%
Final Year of Phase In <15%	117	9%
Final Year of Phase In >15%	25	2%
Decreased Fees	80	6%
Restructured Fees	26	2%
New Fees	22	2%
Deleted Fees	21	2%
Total Fees	1,246	100%

There are 190 fees that are recommended to increase above 10%. Of that amount, 142 are Fire Department fees that are in the final year of a phase-in approach to achieve full cost recovery, while another 25 are continuing to be phased in. This approach was approved by the City Council as part of the adoption of the FY 2022/23 Municipal Fee Schedule. The remaining 23 Fees are spread out amongst the Planning Division, Electric Utility, Finance, Public Works, and Water and Sewer Utilities Departments.

The proposed Fee Schedule also recommends the restructuring of 26 existing fees. The restructured fees reflect existing fees that have been broken out for clarity or for more specific purposes or where the calculation methodology has been changed. The majority (12) of the restructured fees are in the Parks and Recreation Department, while the remaining can be found under the Housing and Community Services Division, Planning Division, Electric Utility, Fire, Police and Public Works Departments.

There are 80 Fees that are proposed to decrease, with the majority (61) being in the Building Division, while the remaining are spread out amongst the Planning Division, Fire, Parks and Recreation, and Public Works Departments. The decreases in these fees reflect updated costs for providing services.

The proposed Fee Schedule includes 22 new fees intended to recover the cost for services for which fees are not currently assessed. Also included is the proposed deletion of 21 Fees. The majority of these fees are either no longer applicable or are now being captured through existing fees. The proposed new and deleted Fees are detailed in the tables below:

New Fees Proposed		
Fee Description	Proposed Fee	Explanation
Citywide Fees		
1 Credit Card Convenience Fee - Third Party	Varies	A few of the City's third-party vendors are assessing a fee to use credit cards/other payment types.
Community Development - Housing Fees		
2 Affordable Housing Application Fee per Below Market Purchase (BMP) Applicant	\$75	Fee to capture costs of initial review for a new application under the BMP program prior to getting to the underwriting stage.
3 New Owner BMP Processing and Transaction Fees for BMP Program to be Paid by Developer (per unit)	2.5% of sales price, per unit	Fee to recover transaction fees paid to the BMP administrator for oversight of sales and escrow process. These transaction fees are charged to the City by the BMP administrator at the close of escrow.
4 Resale by BMP Owner for sale of restricted property. BMP Processing and Transaction Fees for BMP Program to be Paid by Seller and Buyer 50/50 (per sale)	2.5% of sales price, per unit	Fee to recover transaction fees paid to the BMP administrator for oversight of sales and escrow process. These transaction fees are charged to the City by the BMP administrator at the close of escrow.
Community Development - Planning Fees		
5 Zoning Clearance - ABC or DMV Review	\$295	Formerly a Review Verification fee; in accordance with updated Zoning Ordinance, the fee is now categorized as Zoning Clearance.
6 Preparation or Peer Review of Technical Report	Pass-Through of Actual Fee + Admin Fee	Peer review of a technical report prepared by an outside consultant hired by the applicant (not hired by the City) but submitted as a part of the review of a development project.
Fire Department Fees		
7 Ambulance Transport Fee	As Determined by County of Santa Clara	Adding to fee schedule to keep consistent with County of Santa Clara ambulance fee charges.
8 Secondary Fireworks/Pyro Submittal - No Detailed Plan Review Required	\$566	New fee to cover additional public displays or pyrotechnic special effects use after an initial submittal. Example - similar show being conducted over multiple days.

Fee Description	Proposed Fee	Explanation
Fire Department Fees		
9 Secondary Pyro Submittal - No Detailed Plan Review Required	\$849	New fee to cover additional pyrotechnic special effects proximal to audience use after an initial submittal. Example - similar show being conducted over multiple days.
10 Miscellaneous Haz Mat Inspections or Haz Mat Plan Reviews, or Haz Mat Field Sampling, per hour	\$283 per hour	New fee to recover costs associated with specified activities.
11 Overtime Haz Mat Inspection (max 3 hrs)	\$1,018 (max 3 hrs)	New fee to recover costs associated with specified activities.
12 Overtime Haz Mat Plan Review (max 3 hrs)	\$1,018 (max 3 hrs)	New fee to recover costs associated with specified activities.
13 Residential Fire-Building Plan Review - (R-3/R-3.1 occupancies)	\$353	New fee to recover costs associated with plan reviews and construction inspections when deemed necessary for an individual project.
14 Late filing of CUPA documents/reports/information, per occurrence	\$500 per occurrence	New penalty fee for late filing of required documents, reports, information, in accordance with the California Healthy & Safety Code of Regulations 25404.1.1. and City of Santa Clara Municipal Code 15.60.070.
15 Field Sample - Environmental Laboratory Analysis	Actual Cost	New fee to recover direct cost to the City for conducting laboratory analysis.
16 Miscellaneous CUPA Inspection, Plan Reviews, CUPA Field Sampling, or CUPA Investigation, per hour	\$283 per hour	New fee to recover direct cost to the City for conducting specified activities.
Public Works - Engineering Fees		
17 Review of Right of Entry Agreement onto City Property	\$5,815 per agreement	Rights of Entry permits allow non-City entities to allow them access City-owned property not part of the public right-of-way.
18 Review of Permit to Enter Agreement onto City Property	\$5,815 per agreement	Permits to Enter allow non-City entities to allow them access City-owned property not part of the public right-of-way.
Public Works - Storm Drain Fees		
19 Private Land Drainage Area (PLDA) Program Inspection Fee	\$707	Fee to perform follow-up trash load generation inspections at properties where trash was observed in the prior year. Inspections are to comply with mandates from Regional Water Quality Control Board.
20 Storm Drain Medallion Fee	\$26	Fee to purchase "No Dumping Flows To Bay" medallions to affix to storm drain inlets.
21 Building Demolition Polychlorinated biphenyls (PCBs) Inspection Fee	\$647	Fee to perform inspections at demolition projects that report PCB concentrations of 50 ppm or greater to observe that baseline controls and enhancement controls are being implemented. Inspections are to comply with mandates from Regional Water Quality Control Board.
Water Fees		
22 Water Efficiency Review	\$244	Fee to review land development projects for compliance with the State's Model Water Efficient Landscape Ordinance.

Fees Proposed to be Deleted		
Fee Description	Current Fee	Explanation
Community Development - Building Fees		
1 Replacement of Job Card	\$57	This fee is captured through the existing fee: Replacement Permit.
Community Development - Housing Fees		
2 Multi-Family (MF) Loan Refinance/Subordination Fee	\$1,564	This fee is captured through existing fees: Multi-Family Project Refinance Fee and Multi-Family (MF) Loan Subordination Request Review Fee.
Community Development - Planning Fees		
3 Planned Development Master Community (PD-MC)	\$70,800	Per Updated Zoning Ordinance, PD-MC is no longer a zoning district, so this fee is no longer applicable.
4 ABC Review Verification	\$590	Per Updated Zoning Ordinance, this review is now categorized as a Zoning Clearance.
Electric Utility Department Fees		
5 Load Development	\$516.58 per kVA up to 4,500 kVA	This fee was replaced with the updated LDF that became effective in FY 2022/23. Starting FY 2022/23, the updated LDF was used for new projects and agreements; while this "Legacy" fee was left on the schedule as it was referenced in existing agreements for projects that qualified for it. All agreements and projects that use this fee have since paid in full and can now be removed.
6 Load Development	\$1,033.16 per kVA, >4,500 kVA	
7 EV Charging Retrofit - Existing Building	Actual labor, materials, and equipment costs, including overhead	This fee will now be captured through the Load Development fee.
Finance Department Fees		
8 Business Tax Certificate - Fixed Place of Business in Santa Clara	\$45 per employee per year, not to exceed cap of \$350,000	This is a tax, not a fee. The Business Tax is now posted separately on the City's Finance website.
9 Business Tax Certificate - Companies conducting business in the City without a fixed place of business	% of Tax 6-64 days: 25% 65-129 days: 50% 130+ days: 100%	This is a tax, not a fee. The Business Tax is now posted separately on the City's Finance website.
10 Business Tax Certificate - Rental units (3+) - Apartments	\$18.35 per unit, per year	This is a tax, not a fee. The Business Tax is now posted separately on the City's Finance website.
11 Business Tax Certificate - Rental units (3+) - Hotels/Motels	\$15.00 per unit, per year	This is a tax, not a fee. The Business Tax is now posted separately on the City's Finance website.
Fire Department Fees		
12 Demolition of Building	\$1,136	This fee is captured through existing fee: Building Plans
13 Firefighter Air Replenishment System	\$2,656	Department is evaluating the technology, but not exercising this fee currently.

	Fee Description	Current Fee	Explanation
Fire Department Fees			
14	Mobile Food Preparation Vehicles	\$127 annual	This permit is no longer regulated in the 2022 California Fire Code.
15	Haz Mat - Compressed Gases	\$256 annual	This fee is captured through the existing Compressed Gases fee under the Fire Operational Permits section.
Library Department Fees			
16	Overdue fines covering interlibrary loans	\$1.50 per item, per day	This fee is not required by other lending institutions and elimination aligns with the Library's current fine-free process for overdue items.
Parks & Recreation Department Fees			
17	Senior Citizens Center Auditorium & Kitchen Non-Profit Meeting (no kitchen)	\$20 per meeting	This fee will now be captured under the Recreation Center Auditorium/Senior Center fee category.
18	Senior Citizens Center Auditorium & Kitchen Non-Profit Event	\$20 per hour	This fee will now be captured under the Recreation Center Auditorium/Senior Center fee category.
19	Senior Citizens Center Auditorium & Kitchen Resident Event	\$200 per hour	This fee will now be captured under the Recreation Center Auditorium/Senior Center fee category.
20	Senior Citizens Center Auditorium & Kitchen Commercial/Non-Resident Event	\$300 per hour	This fee will now be captured under the Recreation Center Auditorium/Senior Center fee category.
21	Special Event Concessions	\$0 - \$100 per event	This fee will now be captured with the Special Event Food or Merchandise Vendor fee.

City Council Referral Regarding the Impact of Cost Recovery Policy on Youth Sports Programs

As part of the adoption of the FY 2022/23 Municipal Fee Schedule, the City Council adopted a cost recovery policy for parks and recreation user fees. In doing so, the intent was to create a common understanding of how policy decisions related to community benefit tiers drive decisions related to how the City establishes user fees. (See Attachment 4 - Parks and Recreation Cost Recovery Policy, pg. 3).

The policy was a result of a comprehensive public outreach process that included:

1. A cost of service analysis
2. Presentations to three City Commissions: Parks and Recreation, Senior Advisory and Youth Commission
3. A community survey with 234 respondents

During the public hearing on the Proposed FY 2023/24 Municipal Fee Schedule, the City Council expressed concerns about the proposed fees for sports leagues. As a result, a referral was made to have staff meet with the sports groups to further discuss the cost recovery policy and fee schedule.

On March 14, 2024, City staff met with the sports groups at a community meeting held at the Reed and Grants Sports Park. The purpose of the meeting was to provide an opportunity for the City's consultant to review the adopted cost recovery policy, to discuss the Municipal Fee Schedule, and to provide a forum to share lessons learned since the adoption of the policy. It is important to note that

the proposed FY 2024/25 Fee Schedule does not include an increase in sport field user fees and this was made clear to the user groups at the beginning of the meeting.

In all, over 30 individuals participated in the meeting which was conducted in a hybrid fashion. The following is a summary of the groups who participated with the number of attendees from each group noted in parentheses:

1. Current Parks and Recreation Commission Member (1)
2. Former Parks and Recreation Commission Member (1)
3. Lions (3)
4. PAL (3)
5. SC Pony Baseball (1)
6. SC Residents (5)
7. SC Swim Club (2)
8. SC Youth Soccer League (7)
9. SC Unified School District (3)
10. Westside Little League (3)
11. No affiliation noted (1)

The meeting lasted approximately two hours.

While the original intent of the meeting was to discuss user fees, the meeting pivoted to a more robust discussion around processes related to field use and the need for better communication, coordination, and partnership. The meeting ended with a commitment to hold another meeting to continue the discussion around field use. Staff also made a commitment to conduct future meetings with user groups in the first quarter of the calendar year to discuss whether increases would be proposed the following fiscal year. This would start in January 2025 given that no change was being proposed for FY 2024/25. Such a forum would afford staff the opportunity to share proposed increases and provide the user groups sufficient notice to plan for future increases in the following fiscal year. It should be noted that no request was received from the groups to amend the current fee schedule.

Feedback from the April 9, 2024 Study Session

During the Study Session, the City Council and the public had questions and comments regarding the Proposed Fee Schedule, primarily focused on the Parks and Recreation Cost Recovery Policy, the youth sports fields rental fees, and senior center room and equipment rental fees. There were also questions on various topics such as the use of volunteers to offset costs, the availability of racquet court reservation information, the upfront charge for the Mills Act fee; and the funds raised by the fees.

Responses to these questions are included in Attachment 3.

Changes to the FY 2024/25 Proposed Fee Schedule from Study Session

Since the April 9, 2024 Study Session, the following changes have been incorporated into the FY 2024/25 Proposed Municipal Fee Schedule:

Community Development Department - Housing and Community Services Division

- Addition of “Per Square Foot” language to clarify Development Impact Fees units
- Addition of “Per Unit” language for new Below Market Purchase fees

Community Development Department - Planning Division

- Adding back the Development Area Plan Related to PD-MC Rezoning Fee, originally proposed to be deleted. This fee is an application fee that includes the review of submitted architectural design and site layouts to implement phases of development in properties zoned PD-MC. The current fee is \$38,350 and no change to the fee amount is being recommended.

ENVIRONMENTAL REVIEW

The action being considered does not constitute a “project” within the meaning of the California Environmental Quality Act (“CEQA”) pursuant to section 15378(b)(4) of Title 14 of the California Code of Regulations in that it is a fiscal activity that does not involve any commitment to any specific project which may result in a potential significant impact on the environment.

FISCAL IMPACT

It is important to note that while adjusting fees and billing rates will provide a fiscal impact in the form of additional revenue, the revenue is intended to be used to offset the costs of providing existing services that are recoverable from fees. Consequently, while fees may rise annually, typically labor costs (the primary driver of fee-related costs) also rise annually. Recalibration of these fees simply provides an offset of existing expenditures/needs rather than a source of funding for expanded service levels. The anticipated revenue impacts of the proposed changes have been factored into the development of the FY 2024/25 Proposed Budget.

COORDINATION

This report has been coordinated with the City Attorney’s Office and the City departments with fees included in the Municipal Fee Schedule.

PUBLIC CONTACT

On April 3 and April 10, 2024, notices of the public hearing were published in the *Santa Clara Weekly* in the manner set forth in Government Code Sections 6062a and 66018. Additionally, the City notified all interested parties that had requested to be notified regarding proposed fee updates. Public contact was made by posting the Council agenda on the City’s official-notice bulletin board outside City Hall Council Chambers. A complete agenda packet is available on the City’s website and in the City Clerk’s Office at least 72 hours prior to a Regular Meeting and 24 hours prior to a Special Meeting. A hard copy of any agenda report may be requested by contacting the City Clerk’s Office at (408) 615-2220, email clerk@santaclaraca.gov <<mailto:clerk@santaclaraca.gov>> or at the public information desk at any City of Santa Clara public library.

RECOMMENDATION

1. Approve Resolution Adopting the “City of Santa Clara 2024/25 Municipal Fee Schedule” with an effective date of July 1, 2024, which (1) sets new Fees; (2) amends existing Fees; (3) retains unchanged Fees for various City departments; and (4) deletes certain fees.

Reviewed by: Kenn Lee, Director of Finance
Approved by: Jovan D. Grogan, City Manager

ATTACHMENTS

1. User and Regulatory Fee Study
2. FY 2024/25 Proposed Municipal Fee Schedule
3. Responses to Questions from the April 9, 2024 Study Session
4. Parks and Recreation Cost Recovery Policy
5. Resolution Adopting the FY 2024/25 Municipal Fee Schedule



**City of
Santa Clara**
The Center of What's Possible

User and Regulatory Fees

Cost of Service Analysis

City of Santa Clara

Cost of Service Analysis

Fee Type	Page
Assistant City Clerk's Office Fees	3
City Manager's Office Fees	9
Community Development Fees	15
Building	16
Planning	28
Housing and Community Services	35
Electric (SVP) Fees	41
Finance - Municipal Services Division Fees	55
Fire Department Fees	64
Community Risk Reduction Fees	65
Training and Resources Fees	101
Parks and Recreation - Field Fees	108
Police Department Fees	117
Public Works Fees	130
Engineering and Encroachment Permit Fees	131
Streets, Storm Drain, and Solid Waste Fees	164
Water and Sewer Fees	179



**City of
Santa Clara**
The Center of What's Possible

Assistant City Clerk's Office Fees

City of Santa Clara
 User and Regulatory Fee Study
 Allocation of Annual Labor Effort - Assistant City Clerk

Position [a]	FTE [a]	Total Hours Per FTE [b]	Less: Holiday & Leave [c]	Productive Hours Per FTE	Total Productive Hours	Indirect [d]	Direct [d]	Total	Total Indirect Hours	Total Direct Hours	Total Hours	Total Salary Top Step [e]	Annual Salary
Assistant City Clerk	1.00	2,080	216	1,864	1,864	25%	75%	100%	466	1,398	1,864	\$89	\$184,517
Senior Management Analyst	1.00	2,080	216	1,864	1,864	25%	75%	100%	466	1,398	1,864	\$82	\$170,830
Deputy City Clerk	1.00	2,080	216	1,864	1,864	25%	75%	100%	466	1,398	1,864	\$75	\$155,293
Staff Aide I	2.00	2,080	216	1,864	3,728	25%	75%	100%	932	2,796	3,728	\$52	\$214,822
Office Records Specialist	1.00	2,080	216	1,864	1,864	25%	75%	100%	466	1,398	1,864	\$46	\$95,347
Total	6.00				11,184				2,796	8,388	11,184		\$820,810
Total									25%	75%	100%		

[a] Source: FY 23/24 & 24/25 Adopted budget.

[b] Based on 40 hour week * 52 weeks per year.

[c] Amount intended to serve as reasonable estimate. Amount will vary annually, and by employee. Amount assumes twelve days holiday, ten days vacation/personal leave, five days sick leave.

[d] Amounts intended to serve as reasonable estimates developed for purposes of this analysis. Amount will vary annually, and by employee. Amount based on position and consultant experience working with similar municipalities.

[e] Source: City of Santa Clara Salary Plans Effective 12/24/2023.

City of Santa Clara
 User and Regulatory Fee Study
 Hourly Rate Calculation - Assistant City Clerk's Office

FY 23/24 Adopted Expenses [a]		Program	2311	2312	2313				
Fund #	Fund Desc	Account Desc	Council Admin	Public Info	Political Reform	Subtotal	Adjust	Total	Notes
001	General Fund	87010 - Salary And Wages - Regular	\$197,157	\$376,336	\$181,687	\$755,180	\$0	\$755,180	
001	General Fund	87017 - Premium Pay	\$0	\$0	\$0	\$0	\$0	\$0	
001	General Fund	87020 - Salary And Wages - As Needed	\$51,020	\$0	\$0	\$51,020	(\$51,020)	\$0	
001	General Fund	87030 - S & W - O.T. Vacation Relief	\$1,071	\$0	\$0	\$1,071	(\$1,071)	\$0	
001	General Fund	87110 - Contra 870x0-Reimbd Sal & Wage	<u>(\$88,896)</u>	<u>\$0</u>	<u>\$0</u>	<u>(\$88,896)</u>	<u>\$88,896</u>	<u>\$0</u>	
001	General Fund	1 Salary Accounts	\$160,352	\$376,336	\$181,687	\$718,375	\$36,805	\$755,180	
001	General Fund	87212 - PERS - Misc	\$67,031	\$127,956	\$61,774	\$256,761	\$0	\$256,761	
001	General Fund	87221 - Medicare	\$3,048	\$5,587	\$2,722	\$11,357	\$0	\$11,357	
001	General Fund	87222 - Social Security	\$11,989	\$23,195	\$11,058	\$46,242	\$0	\$46,242	
001	General Fund	87223 - Social Security - OT	\$0	\$0	\$0	\$0	\$0	\$0	
001	General Fund	87224 - Medicare OT	\$0	\$0	\$0	\$0	\$0	\$0	
001	General Fund	87230 - Health Allocation	\$19,069	\$60,743	\$22,864	\$102,676	\$0	\$102,676	
001	General Fund	87241 - Dental - City Paid	\$413	\$852	\$385	\$1,650	\$0	\$1,650	
001	General Fund	87242 - Long Term Disability-City Paid	\$722	\$1,251	\$570	\$2,543	\$0	\$2,543	
001	General Fund	87243 - Vision- City Paid	\$167	\$344	\$155	\$666	\$0	\$666	
001	General Fund	87250 - Basic Life Insurance	\$105	\$241	\$122	\$468	\$0	\$468	
001	General Fund	87271 - VEBA	\$900	\$1,860	\$840	\$3,600	\$0	\$3,600	
001	General Fund	87272 - EAP	\$71	\$149	\$68	\$288	\$0	\$288	
001	General Fund	87274 - Auto Allowance	\$1,980	\$4,080	\$2,340	\$8,400	\$0	\$8,400	
001	General Fund	87275 - Mobile Phone Allowance	\$576	\$1,488	\$816	\$2,880	\$0	\$2,880	
001	General Fund	87390 - OPEB	<u>\$5,475</u>	<u>\$11,315</u>	<u>\$5,110</u>	<u>\$21,900</u>	<u>\$0</u>	<u>\$21,900</u>	
001	General Fund	2 Benefit Accounts	\$111,546	\$239,061	\$108,824	\$459,431	\$0	\$459,431	
001	General Fund	87500 - Operating Supplies	\$0	\$1,215	\$541	\$1,756	\$0	\$1,756	
001	General Fund	87825 - Conference, Travel and Training	\$4,268	\$0	\$1,624	\$5,892	\$0	\$5,892	
001	General Fund	87865 - Subscription Based IT	\$0	\$190,941	\$0	\$190,941	\$0	\$190,941	
001	General Fund	87870 - Contractual Serv Not Class	\$238	\$23,712	\$0	\$23,950	(\$23,950)	\$0	
001	General Fund	87930 - City's Membership	<u>\$2,922</u>	<u>\$0</u>	<u>\$0</u>	<u>\$2,922</u>	<u>(\$2,922)</u>	<u>\$0</u>	
001	General Fund	3 Mat/Serv/Sup	\$7,428	\$215,868	\$2,165	\$225,461	(\$26,872)	\$198,589	
001	General Fund	87650 - Technical Services Maintenance	\$111,486	\$0	\$0	\$111,486	\$0	\$111,486	
001	General Fund	87660 - Workers Comp Insurance	\$0	\$0	\$0	\$0	\$0	\$0	
001	General Fund	87680 - Unemployment Insurance	\$0	\$0	\$0	\$0	\$0	\$0	
001	General Fund	87840 - Insurance And Surety Bonds	<u>\$0</u>	<u>\$0</u>	<u>\$0</u>	<u>\$0</u>	<u>\$0</u>	<u>\$0</u>	
001	General Fund	5 Interfund Services	\$111,486	\$0	\$0	\$111,486	\$0	\$111,486	
Subtotal			\$390,812	\$831,265	\$292,676	\$1,514,753	\$9,933	\$1,524,686	

Adjustments for Fully-Burdened Hourly Rate Calculation

Calculation of Fully-Burdened Hourly Rate

Description	Total	Notes
Divisional Expenses	\$1,524,686	
Productive Hours	8,388	[b]
Total	\$182	

Full Cost Factors for Hourly Rate Buildup

Description	Total	Share	Per Hour
Personnel	\$1,214,611	80%	\$145
Equipment	\$0	0%	\$0
Materials / Supplies	\$310,075	20%	\$37
Other Costs	\$0	0%	\$0
Overhead	\$0	0%	\$0
Total	\$1,524,686	100%	\$182

Information Below is for Use if City Desires to Use Positional Hourly Billing Rates

Scenario 1: Uniform Assignment of Materials and Overhead Costs Per Hour

Calculate Benefit Ratio

Salary Accounts	\$755,180
Benefit Accounts	\$459,431
Total	0.61

Calculation of Direct Hours Ratio (Billing Factor)

Description	Base Hrs Per FTE	Adjust for Typical Leave	Productive Hours	Direct Hours %	Direct Hours Per FTE	Notes
Hours	2,080	(216)	1,864	75%	1,398	
Direct Hours Bill Factor (For Every \$ of Salary Add this amount to account for Direct Hrs v. Total Hrs.)					1.49	

Position	Top Step Hrly [c]	Benefits	Subtotal Labor Costs	Adjust for Direct Hours	Total Labor Rate	Add: M'tls / Supplies	Add: Overhead	Total Hourly Rate
Assistant City Clerk	\$89	\$54	\$143	1.49	\$212	\$37	\$0	\$249
Senior Management Analyst	\$82	\$50	\$132	1.49	\$197	\$37	\$0	\$234
Deputy City Clerk	\$75	\$45	\$120	1.49	\$179	\$37	\$0	\$216
Staff Aide I	\$52	\$31	\$83	1.49	\$124	\$37	\$0	\$161
Office Records Specialist	\$46	\$28	\$74	1.49	\$110	\$37	\$0	\$147

Scenario 2: Assignment of a Common Indirect Rate Factor that Can Be Applied to Base Hourly Wage Rate to Calculate Fully-Burdened Hourly Billing Rate by Position

Calculation of Fully-Burdened Hourly Rate Billing Factor (Apply Factor to Top Step Salary for Positional Rates)

Description	FTE	Hours Per FTE	Total Hours	Salaries and Wages	Hourly Wage Rate Only	Burdened Hourly Rate	ICR Multiplier	Notes
Total	6.00	2,080	12,480	\$820,810	\$66	\$182	2.76	

[a] Source: FY 23/24 & 24/25 Adopted budget.

[b] See allocation of Annual Labor Effort.

[c] Source: Source: City of Santa Clara Salary Plans Effective 12/24/2023.

City of Santa Clara
 Cost of Service Study for Analyzing User and Regulatory Fees
 City Clerk Fees
 Calculation of the Estimated Costs of Providing Fee Related Services

					Cost Recovery Information					
Fee Description		Labor Time	Hourly Rate	Estimated Cost of Service	Current Fee	Current Cost Recovery	Proposed Fee	Proposed Cost Recovery	Unit	Notes
Lobbying Activities										
1	Annual Registration Fee	4.25	x \$182	= \$774	\$764	99%	\$773	100%		[a]
2	Prorated Registration Fee	2.00	x \$182	= \$364	\$359	99%	\$364	100%		[b]
3	Amended Registration Fee	1.00	x \$182	= \$182	\$179	98%	\$182	100%		[c]
4	Client Registration Fee	0.75	x \$182	= \$137	\$134	98%	\$136	100%	per client	
5	Delinquent Fee				\$25		\$25		per day	[d]

[a] Annual registration is due by January 15th of a given year.

[b] Persons registering for the first time after June 30th of a given year.

[c] Lobbyists with a change to registration information shall file an amended registration within fifteen (15) days of such change if he or she has accepted a new client for compensation in excess of five hundred dollars (\$500.00).

[d] Up to a maximum of \$500.00.



**City of
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City Manager's Office Fees

City of Santa Clara
 User and Regulatory Fee Study
 Allocation of Annual Labor Effort - City Manager

Position [a]	FTE [a]	Total Hours Per FTE [b]	Less: Holiday & Leave [c]	Productive Hours Per FTE	Total Productive Hours	Indirect [d]	Direct [d]	Total	Total Indirect Hours	Total Direct Hours	Total Hours	Total Salary Top Step [e]	Annual Salary
Chief Operating Officer	1.00	2,080	216	1,864	1,864	0%	100%	100%	-	1,864	1,864	\$207	\$429,894
City Manager	1.00	2,080	216	1,864	1,864	0%	100%	100%	-	1,864	1,864	\$201	\$418,226
Assistant City Manager	1.00	2,080	216	1,864	1,864	0%	100%	100%	-	1,864	1,864	\$180	\$373,797
Assistant to the City Manager	0.30	2,080	216	1,864	559	0%	100%	100%	-	559	559	\$122	\$76,009
Public Information Officer	1.00	2,080	216	1,864	1,864	0%	100%	100%	-	1,864	1,864	\$117	\$243,630
Development Project Manager	1.00	2,080	216	1,864	1,864	0%	100%	100%	-	1,864	1,864	\$108	\$225,618
Management Analyst / Com. & Outreach	1.00	2,080	216	1,864	1,864	0%	100%	100%	-	1,864	1,864	\$86	\$179,026
Management Analyst	1.00	2,080	216	1,864	1,864	0%	100%	100%	-	1,864	1,864	\$75	\$155,293
Executive Assistant to the City Manager	1.00	2,080	216	1,864	1,864	0%	100%	100%	-	1,864	1,864	\$74	\$152,942
Communications Coordinator	1.00	2,080	216	1,864	1,864	0%	100%	100%	-	1,864	1,864	\$63	\$130,811
Staff Aide I	1.00	2,080	216	1,864	1,864	0%	100%	100%	-	1,864	1,864	\$52	\$107,411
Office Specialist III	1.00	2,080	216	1,864	1,864	0%	100%	100%	-	1,864	1,864	\$49	\$102,274
Total	11.30				21,063				-	21,063	21,063		\$2,594,931
Total									0%	100%	100%		

[a] Source: FY 23/24 & 24/25 Adopted budget.

[b] Based on 40 hour week * 52 weeks per year.

[c] Amount intended to serve as reasonable estimate. Amount will vary annually, and by employee. Amount assumes twelve days holiday, ten days vacation/personal leave, five days sick leave.

[d] Assume use of productive hours only.

[e] Source: City of Santa Clara Salary Plans Effective 12/24/2023.

City of Santa Clara
 User and Regulatory Fee Study
 Hourly Rate Calculation - City Manager's Office

FY 23/24 Adopted Expenses [a]		Program	1021	1022	1031	1032	1033				
Fund #	Fund Desc	Account Desc	Policy	Intergov' Rel'tns	Day to Day Ops	Strat Planning	Outreach & Engage	Subtotal	Adjust	Total	Notes
001	General Fund	87010 - Salary And Wages - Regular	\$543,454	\$78,267	\$651,201	\$467,587	\$409,561	\$2,150,070	\$0	\$2,150,070	
001	General Fund	87020 - Salary And Wages - As Needed	\$0	\$0	\$211,353	\$0	\$0	\$211,353	\$0	\$211,353	
001	General Fund	87110 - Contra 870x0-Reimbd Sal & Wage	\$0	\$0	(\$513,000)	\$0	\$0	(\$513,000)	\$513,000	\$0	
001	General Fund	1 Salary Accounts	\$543,454	\$78,267	\$349,554	\$467,587	\$409,561	\$1,848,423	\$513,000	\$2,361,423	
001	General Fund	87212 - PERS - Misc	\$188,089	\$24,868	\$236,455	\$167,716	\$142,621	\$759,749	\$0	\$759,749	
001	General Fund	87221 - Medicare	\$8,148	\$1,179	\$9,987	\$7,069	\$6,183	\$32,566	\$0	\$32,566	
001	General Fund	87222 - Social Security	\$19,061	\$2,669	\$28,646	\$17,517	\$20,989	\$88,882	\$0	\$88,882	
001	General Fund	87230 - Health Allocation	\$37,943	\$5,097	\$51,078	\$32,879	\$46,409	\$173,406	\$0	\$173,406	
001	General Fund	87241 - Dental - City Paid	\$578	\$84	\$959	\$552	\$659	\$2,832	\$0	\$2,832	
001	General Fund	87242 - Long Term Disability-City Paid	\$898	\$122	\$1,545	\$827	\$909	\$4,301	\$0	\$4,301	
001	General Fund	87243 - Vision- City Paid	\$234	\$36	\$386	\$220	\$267	\$1,143	\$0	\$1,143	
001	General Fund	87250 - Basic Life Insurance	\$223	\$32	\$286	\$197	\$246	\$984	\$0	\$984	
001	General Fund	87271 - VEBA	\$990	\$150	\$1,980	\$1,080	\$1,380	\$5,580	\$0	\$5,580	
001	General Fund	87272 - EAP	\$101	\$12	\$173	\$95	\$114	\$495	\$0	\$495	
001	General Fund	87274 - Auto Allowance	\$8,010	\$1,194	\$8,064	\$6,744	\$5,748	\$29,760	\$0	\$29,760	
001	General Fund	87275 - Mobile Phone Allowance	\$768	\$96	\$1,056	\$672	\$1,536	\$4,128	\$0	\$4,128	
001	General Fund	87279 - Misc. Other Benefits	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	
001	General Fund	87390 - OPEB	\$7,663	\$1,092	\$12,775	\$7,305	\$8,760	\$37,595	\$0	\$37,595	
001	General Fund	2 Benefit Accounts	\$272,706	\$36,631	\$353,390	\$242,873	\$235,821	\$1,141,421	\$0	\$1,141,421	
001	General Fund	87500 - Operating Supplies	\$11,896	\$0	\$30,870	\$0	\$0	\$42,766	(\$42,766)	\$0	
001	General Fund	87600 - Maintenance	\$0	\$0	\$233,285	\$0	\$0	\$233,285	(\$233,285)	\$0	
001	General Fund	87710 - Adver And Community Promotion	\$0	\$0	\$5,824	\$0	\$212,867	\$218,691	(\$218,691)	\$0	
001	General Fund	87800 - Miscellaneous Serv & Supplies	\$0	\$0	\$330,000	\$0	\$0	\$330,000	(\$330,000)	\$0	
001	General Fund	87810 - Utilities Expenses	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	
001	General Fund	87825 - Conference, Travel and Training	\$0	\$0	\$0	\$34,789	\$0	\$34,789	(\$34,789)	\$0	
001	General Fund	87865 - Subscription Based IT	\$0	\$0	\$0	\$0	\$27,440	\$27,440	(\$27,440)	\$0	
001	General Fund	87870 - Contractual Serv Not Class	\$38,940	\$124,085	\$456,936	\$3,121	\$175,436	\$798,518	(\$798,518)	\$0	
001	General Fund	87930 - City Membership	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	
001	General Fund	87940 - Mandated Program Costs	\$0	\$0	\$41,154	\$0	\$0	\$41,154	(\$41,154)	\$0	
001	General Fund	3 Mat/Serv/Sup	\$50,836	\$124,085	\$1,098,069	\$37,910	\$415,743	\$1,726,643	(\$1,726,643)	\$0	
001	General Fund	87640 - Vehicle Equipment Maintenance	\$0	\$0	\$35,973	\$0	\$0	\$35,973	(\$35,973)	\$0	
001	General Fund	87650 - Technical Services Maintenance	\$0	\$0	\$657,744	\$0	\$0	\$657,744	(\$657,744)	\$0	
001	General Fund	87660 - Workers Comp Insurance	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	
001	General Fund	87680 - Unemployment Insurance	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	
001	General Fund	87740 - Vehicle Equipment Amortization	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	
001	General Fund	87840 - Insurance And Surety Bonds	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	
001	General Fund	5 Interfund Services	\$0	\$0	\$693,717	\$0	\$0	\$693,717	(\$693,717)	\$0	
Subtotal			\$866,996	\$238,983	\$2,494,730	\$748,370	\$1,061,125	\$5,410,204	(\$1,907,360)	\$3,502,844	

Adjustments for Fully-Burdened Hourly Rate Calculation

Calculation of Fully-Burdened Hourly Rate

Description	Total	Notes
Divisional Expenses	\$3,502,844	
Productive Hours	21,063	[b]
Total	\$166	

Full Cost Factors for Hourly Rate Buildup

Description	Total	Share	Per Hour
Personnel	\$3,502,844	100%	\$166
Equipment	\$0	0%	\$0
Materials / Supplies	\$0	0%	\$0
Other Costs	\$0	0%	\$0
Overhead	\$0	0%	\$0
Total	\$3,502,844	100%	\$166

Information Below is for Use if City Desires to Use Positional Hourly Billing Rates

Scenario 1: Uniform Assignment of Materials and Overhead Costs Per Hour

Calculate Benefit Ratio

Salary Accounts	\$2,361,423
Benefit Accounts	\$1,141,421
Total	0.48

Calculation of Direct Hours Ratio (Billing Factor)

Description	Base Hrs Per FTE	Adjust for Typical Leave	Productive Hours	Direct Hours %	Direct Hours Per FTE	Notes
Hours	2,080	(216)	1,864	100%	1,864	
Direct Hours Bill Factor (For Every \$ of Salary Add this amount to account for Direct Hrs v. Total Hrs.)					1.12	

Position	Top Step Hrly [c]	Benefits	Subtotal Labor Costs	Adjust for Direct Hours	Total Labor Rate	Add: M'tls / Supplies	Add: Overhead	Total Hourly Rate
Chief Operating Officer	\$207	\$100	\$307	1.12	\$342	\$0	\$0	\$342
City Manager	\$201	\$97	\$298	1.12	\$333	\$0	\$0	\$333
Assistant City Manager	\$180	\$87	\$267	1.12	\$297	\$0	\$0	\$297
Assistant to the City Manager	\$122	\$59	\$181	1.12	\$202	\$0	\$0	\$202
Public Information Officer	\$117	\$57	\$174	1.12	\$194	\$0	\$0	\$194
Development Project Manager	\$108	\$52	\$161	1.12	\$180	\$0	\$0	\$180
Management Analyst / Com. & Outreach Mgr	\$86	\$42	\$128	1.12	\$142	\$0	\$0	\$142
Management Analyst	\$75	\$36	\$111	1.12	\$124	\$0	\$0	\$124
Executive Assistant to the City Manager	\$74	\$36	\$109	1.12	\$122	\$0	\$0	\$122
Communications Coordinator	\$63	\$30	\$93	1.12	\$104	\$0	\$0	\$104
Staff Aide I	\$52	\$25	\$77	1.12	\$85	\$0	\$0	\$85
Office Specialist III	\$49	\$24	\$73	1.12	\$81	\$0	\$0	\$81

Scenario 2: Assignment of a Common Indirect Rate Factor that Can Be Applied to Base Hourly Wage Rate to Calculate Fully-Burdened Hourly Billing Rate by Position

Calculation of Fully-Burdened Hourly Rate Billing Factor (Apply Factor to Top Step Salary for Positional Rates)

Description	FTE	Hours Per FTE	Total Hours	Salaries and Wages	Hourly Wage Rate Only	Burdened Hourly Rate	ICR Multiplier	Notes
Total	11.30	2,080	23,504	\$2,594,931	\$110	\$166	1.51	

[a] Source: FY 23/24 & 24/25 Adopted budget.

[b] See allocation of Annual Labor Effort.

[c] Source: Source: City of Santa Clara Salary Plans Effective 12/24/2023.

City of Santa Clara
 Cost of Service Study for Analyzing User and Regulatory Fees
 City Manager Fees
 Calculation of the Estimated Costs of Providing Fee Related Services

Fee Description		Asst CM	Mgmt Analyst	Total	Cost of Service			Cost Recovery Information				
					Asst CM	Mgmt Analyst	Cost of Service	Current Fee	Current Cost Recovery	Proposed Fee	Proposed Cost Recovery	Notes
1	No-Fee Parade Permit (For Santa Clara non-profit organizations)	1.00	3.00	4.00	\$297	\$124	\$669	no fee	0%	no fee	0%	[a]

[a] Pursuant to Resolution No. 18-8606, no fee is charged.



**City of
Santa Clara**
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Community Development Fees

City of Santa Clara
 User and Regulatory Fee Study
 Allocation of Annual Labor Effort - Building

Position [a]	FTE [a]	Total Hours Per FTE [b]	Less: Holiday & Leave [c]	Productive Hours Per FTE	Total Productive Hours	Indirect [d]	Direct [d]	Total	Total Indirect Hours	Total Direct Hours	Total Hours
Assistant Building Official	1.00	2,080	216	1,864	1,864	100%	0%	100%	1,864	-	1,864
Asst Dir. of Community Development	0.23	2,080	216	1,864	429	100%	0%	100%	429	-	429
Associate Planner	1.25	2,080	216	1,864	2,330	20%	80%	100%	466	1,864	2,330
Building Official	1.00	2,080	216	1,864	1,864	100%	0%	100%	1,864	-	1,864
Combination Inspector	8.00	2,080	216	1,864	14,912	20%	80%	100%	2,982	11,930	14,912
Code Enforcement Technician	1.00	2,080	216	1,864	1,864	20%	80%	100%	373	1,491	1,864
Customer Service Representative	2.00	2,080	216	1,864	3,728	100%	0%	100%	3,728	-	3,728
Director of Community Development	0.23	2,080	216	1,864	429	100%	0%	100%	429	-	429
Inspection Manager	1.00	2,080	216	1,864	1,864	60%	40%	100%	1,118	746	1,864
Office Assistant	1.00	2,080	216	1,864	1,864	100%	0%	100%	1,864	-	1,864
Office Specialist II	4.00	2,080	216	1,864	7,456	100%	0%	100%	7,456	-	7,456
Office Specialist III	2.00	2,080	216	1,864	3,728	100%	0%	100%	3,728	-	3,728
Office Specialist IV	1.00	2,080	216	1,864	1,864	100%	0%	100%	1,864	-	1,864
Management Analyst	1.00	2,080	216	1,864	1,864	60%	40%	100%	1,118	746	1,864
Permit Center Supervisor	1.00	2,080	216	1,864	1,864	60%	40%	100%	1,118	746	1,864
Permit Technician	7.00	2,080	216	1,864	13,048	30%	70%	100%	3,914	9,134	13,048
Plan Review Manager	1.00	2,080	216	1,864	1,864	60%	40%	100%	1,118	746	1,864
Plans Examiner	4.00	2,080	216	1,864	7,456	20%	80%	100%	1,491	5,965	7,456
Senior Inspector	6.00	2,080	216	1,864	11,184	20%	80%	100%	2,237	8,947	11,184
Senior Permit Technician	2.00	2,080	216	1,864	3,728	20%	80%	100%	746	2,982	3,728
Senior Plans Examiner	5.00	2,080	216	1,864	9,320	20%	80%	100%	1,864	7,456	9,320
Staff Analyst I	1.00	2,080	216	1,864	1,864	100%	0%	100%	1,864	-	1,864
Subtotal - Directly Budgeted FTE	51.71				96,387				43,636	52,751	96,387
Contract Svcs [a],[e]	\$1,426,451				7,588	0%	100%	100%	-	7,588	7,588
Total					103,975				43,636	60,339	103,975
Total									42%	58%	100%

Hrly Rate for Contract Plan Chk Svc	Total [f]
Level II	\$181
Level III	\$196
Average	\$188

[a] Source: FY 23/24 & 24/25 Adopted budget.

[b] Based on 40 hour week * 52 weeks per year.

[c] Amount intended to serve as reasonable estimate. Amount will vary annually, and by employee. Amount assumes twelve days holiday, ten days vacation/personal leave, five days sick leave.

[d] Amounts intended to serve as reasonable estimates developed for this analysis. Amount will vary annually, and by employee. Amount based on position and consultant experience working with similar municipalities.

[e] Total hours calculated as: forecast expenses / average hourly rate for contract plan review services.

[f] Amount based on January 2021 contractual service agreement entered into for qualified plan check and inspection services list, adjusted by change in annual CPI from 2021 through 2023.

City of Santa Clara
 User and Regulatory Fee Study
 Hourly Rate Calculation - Building

FY 23/24 Forecast Expenses [a]		Program	5532	5533	5534				
Fund #	Fund Desc	Account Desc	Plan Rvw & Prmt	Field Inspect	Housing Inspect	Subtotal	Adjustment	Total	Notes
155	Building Inspection Fund	87010 - Salary And Wages - Regular	\$3,921,137	\$2,414,707	\$20,533	\$6,356,377	\$0	\$6,356,377	
155	Building Inspection Fund	87011 - Salary Attrition and VTO	\$0	\$0	\$0	\$0	\$0	\$0	
155	Building Inspection Fund	87017 - Premium Pay	\$0	\$0	\$0	\$0	\$0	\$0	
155	Building Inspection Fund	87020 - Salary And Wages - As Needed	\$110,872	\$0	\$0	\$110,872	\$0	\$110,872	
155	Building Inspection Fund	87030 - S & W - O.T. Vacation Relief	<u>\$33,262</u>	<u>\$0</u>	<u>\$0</u>	<u>\$33,262</u>	<u>\$0</u>	<u>\$33,262</u>	
155	Building Inspection Fund	1 Salary Accounts	\$4,065,271	\$2,414,707	\$20,533	\$6,500,511	\$0	\$6,500,511	
155	Building Inspection Fund	87212 - PERS - Misc	\$1,333,184	\$817,962	\$6,821	\$2,157,967	\$0	\$2,157,967	
155	Building Inspection Fund	87221 - Medicare	\$59,588	\$36,222	\$317	\$96,127	\$0	\$96,127	
155	Building Inspection Fund	87222 - Social Security	\$238,062	\$148,356	\$994	\$387,412	\$0	\$387,412	
155	Building Inspection Fund	87230 - Health Allocation	\$427,777	\$280,711	\$1,138	\$709,626	\$0	\$709,626	
155	Building Inspection Fund	87241 - Dental - City Paid	\$8,309	\$4,783	\$28	\$13,120	\$0	\$13,120	
155	Building Inspection Fund	87242 - Long Term Disability-City Paid	\$15,789	\$9,659	\$38	\$25,486	\$0	\$25,486	
155	Building Inspection Fund	87243 - Vision- City Paid	\$3,352	\$1,933	\$12	\$5,297	\$0	\$5,297	
155	Building Inspection Fund	87250 - Basic Life Insurance	\$1,421	\$744	\$12	\$2,177	\$0	\$2,177	
155	Building Inspection Fund	87271 - VEBA	\$18,126	\$10,440	\$60	\$28,626	\$0	\$28,626	
155	Building Inspection Fund	87272 - EAP	\$1,450	\$836	\$4	\$2,290	\$0	\$2,290	
155	Building Inspection Fund	87274 - Auto Allowance	\$9,835	\$1,080	\$120	\$11,035	\$0	\$11,035	
155	Building Inspection Fund	87275 - Mobile Phone Allowance	\$3,322	\$912	\$48	\$4,282	\$0	\$4,282	
155	Building Inspection Fund	87279 - Misc. Other Benefits	\$60	\$1,971	\$0	\$2,031	\$0	\$2,031	
155	Building Inspection Fund	87390 - OPEB	<u>\$110,266</u>	<u>\$63,510</u>	<u>\$364</u>	<u>\$174,140</u>	<u>\$0</u>	<u>\$174,140</u>	
155	Building Inspection Fund	2 Benefit Accounts	\$2,230,541	\$1,379,119	\$9,956	\$3,619,616	\$0	\$3,619,616	
155	Building Inspection Fund	87500 - Operating Supplies	\$91,234	\$24,398	\$0	\$115,632	\$0	\$115,632	
155	Building Inspection Fund	87800 - Miscellaneous Serv & Supplies	\$260,000	\$40,000	\$0	\$300,000	\$0	\$300,000	
155	Building Inspection Fund	87825 - Conference, Travel and Training	\$21,108	\$15,154	\$541	\$36,803	\$0	\$36,803	
155	Building Inspection Fund	87870 - Contractual Serv Not Class	<u>\$1,420,498</u>	<u>\$5,953</u>	<u>\$0</u>	<u>\$1,426,451</u>	<u>\$0</u>	<u>\$1,426,451</u>	
155	Building Inspection Fund	3 Mat/Serv/Sup	\$1,792,840	\$85,505	\$541	\$1,878,886	\$0	\$1,878,886	
155	Building Inspection Fund	87640 - Vehicle Equipment Maintenance	\$0	\$31,039	\$0	\$31,039	\$0	\$31,039	
155	Building Inspection Fund	87650 - Technical Services Maintenance	\$551,100	\$0	\$0	\$551,100	\$0	\$551,100	
155	Building Inspection Fund	87660 - Workers Comp Insurance	\$18,494	\$12,217	\$98	\$30,809	\$0	\$30,809	
155	Building Inspection Fund	87680 - Unemployment Insurance	\$0	\$0	\$0	\$0	\$0	\$0	
155	Building Inspection Fund	87740 - Vehicle Equipment Amortization	\$0	\$46,587	\$0	\$46,587	\$0	\$46,587	
155	Building Inspection Fund	87840 - Insurance And Surety Bonds	\$0	\$0	\$0	\$0	\$0	\$0	
155	Building Inspection Fund	87994 - Services from Other Funds-CAP	<u>\$489,591</u>	<u>\$489,334</u>	<u>\$52,119</u>	<u>\$1,031,044</u>	<u>(\$1,031,044)</u>	<u>\$0</u>	[b]
155	Building Inspection Fund	5 Interfund Services	\$1,059,185	\$579,177	\$52,217	\$1,690,579	(\$1,031,044)	\$659,535	
155	Building Inspection Fund	89950 - Trs Out - Miscellaneous	\$7,000	\$0	\$0	\$7,000	\$0	\$7,000	
155	Building Inspection Fund	89952 - Trs Out - General Fund	\$175,725	\$0	\$0	\$175,725	\$0	\$175,725	
155	Building Inspection Fund	89990 - Intra Trs Out - Miscellaneous	<u>\$1,737</u>	<u>\$0</u>	<u>\$0</u>	<u>\$1,737</u>	<u>\$0</u>	<u>\$1,737</u>	
155	Building Inspection Fund	9 Other Expenditures	\$184,462	\$0	\$0	\$184,462	\$0	\$184,462	
Subtotal			\$9,332,299	\$4,458,508	\$83,247	\$13,874,054	(\$1,031,044)	\$12,843,010	

Adjustments for Fully-Burdened Hourly Rate Calculation

Allocation of Citywide Overhead

Description	Plan Rvw & Prmt	Field Inspect	Housing Inspect	Subtotal	Adjustment	Total	Notes
Allocation of Citywide Overhead - Services from Other Funds CAP Plan Amount	\$510,907	\$510,907	\$49,754	\$1,071,567	\$0	\$1,071,567	[c],[d]
Adjustment for FY 2024/25	2%	2%	2%	2%	2%	2%	[c],[d]
Allocation of Citywide Overhead - Services from Other Funds CAP Plan Amount	\$521,125	\$521,125	\$50,749	\$1,042,249	\$0	\$1,042,249	

Total Divisional Costs

Total	\$13,885,259
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Calculation of Fully-Burdened Hourly Rate

Description	Total	Notes
Divisional Expenses	\$13,885,259	
Direct Hours	60,339	[e]
Total	\$230	

Full Cost Factors for Hourly Rate Buildup

Description	Total	Share	Per Hour
Personnel	\$11,546,578	83%	\$191
Equipment	\$0	0%	\$0
Materials / Supplies	\$1,111,970	8%	\$18
Other Costs	\$0	0%	\$0
Overhead	\$1,226,711	9%	\$20
Total	\$13,885,259	100%	\$230

[a] Source: FY 23/24 & 24/25 Adopted budget.

[b] Accounted for in separate section of this worksheet.

[c] Source: Citywide overhead cost allocation plan. Aligns to City's typical budgeting practice of increasing cost allocation amounts by 2% for second year of adopted budget.

[d] For purposes of this analysis, amounts allocated to Fund 155 are distributed evenly between Program 5532 and 5533.

[e] See worksheet labeled: Allocation of Annual Labor Effort - Building.

#	Fee Description	Total Hours		Fully-Burdened Hourly Rate	=	Cost of Service	Current Fee	Current Fee Structure	Current Cost Recovery	Proposed Fee	Proposed Fee Structure	Proposed Cost Recovery	Proposed Fee Change \$	Note
MINOR RESIDENTIAL PERMIT FEES (Permit Issuance Fee is Included in Permit Fee (i.e., no add'l permit issuance fee collected))														
1	A/C (with or w/o furnace) - Relocation	1.67	x	\$230	=	\$384	\$384		100%	\$384		100%		
2	A/C (with or w/o Furnace) - Same Location	1.00	x	\$230	=	\$230	\$230		100%	\$230		100%		[a]
3	Furnace Replacement - Relocation	1.67	x	\$230	=	\$384	\$384		100%	\$384		100%		
4	Furnace Replacement - Same Location	1.00	x	\$230	=	\$230	\$230		100%	\$230		100%		
5	New Tankless Water Heater (for like for like water heater permit fees, see Section 3-C Plumbing Permit fees)	1.35	x	\$230	=	\$309	\$309		100%	\$309		100%		
6	Water Heater - Relocate Existing (for like for like water heater permit fees, see Section 3-C Plumbing Permit fees)	1.35	x	\$230	=	\$309	\$309		100%	\$309		100%		
ALL OTHER PERMIT FEES														
7	Permit Issuance	0.42	x	\$230	=	\$96	\$95		99%	\$95		99%	\$0	
8	Technology Fee						3.37%	percent of Bldg, MPE, Plan Check & Sign Fee		3.37%	percent of Bldg, MPE, Plan Check & Other Fees As Identified in Tech Fee Column		\$0	
9	General Plan / Advanced Planning Surcharge						12.39%	percent of Bldg Permit & Plan Check Fee		12.39%	percent of Bldg Permit & Plan Check Fee		\$0	
10	Building Conformance Fee						Valuation x \$0.00032			Valuation x \$0.00032				
3-B ELECTRICAL PERMIT FEES														
11	Minimum Permit Fee	1.00	x	\$230	=	\$230	\$230		100%	\$230		100%	\$0	{b}
SYSTEM FEE SCHEDULE														
11	New Buildings or Alterations													
	a) Commercial Buildings	0.0014	x	\$230	=	\$0.32	\$0.32	per sq ft	99%	\$0.32	per SF	99%	\$0.00	
	b) Residential Buildings	0.0010	x	\$230	=	\$0.23	\$0.23	per sq ft	100%	\$0.23	per SF	100%	\$0.00	
	c) New garages, carports and accessory buildings	0.0004	x	\$230	=	\$0.09	\$0.09	per sq ft	98%	\$0.09	per SF	98%	\$0.00	
12	Private Swimming Pools	1.50	x	\$230	=	\$345	\$345		100%	\$345		100%	\$0	
13	Outdoor Events													
	a) For electric generators and electrically driven rides	1.50	x	\$230	=	\$345	\$345		100%	\$345		100%	\$0	
	b) For mechanically driven rides and walk-through attractions or displays having electric lighting	1.50	x	\$230	=	\$345	\$345		100%	\$345		100%	\$0	
	c) For a system of area and booth lighting	1.50	x	\$230	=	\$345	\$345		100%	\$345		100%	\$0	
14	Temporary Power Service													
	a) For a temporary service power pole or pedestal-mounted receptacle outlets and appurtenances	1.50	x	\$230	=	\$345	\$345		100%	\$345		100%	\$0	
	b) For a temporary distribution system and temp lighting and receptacle outlets for construction sites, decorative lights, Christmas tree sales lots, fireworks stands, etc.	1.50	x	\$230	=	\$345	\$345		100%	\$345		100%	\$0	

City of Santa Clara
 User and Regulatory Fee Study
 Cost of Service Calculation - Building

#	Fee Description	Total Hours		Fully-Burdened Hourly Rate	=	Cost of Service	Current Fee	Current Fee Structure	Current Cost Recovery	Proposed Fee	Proposed Fee Structure	Proposed Cost Recovery	Proposed Fee Change \$	Note
UNIT FEE SCHEDULE														
15	Receptacle, Switch and Lighting Outlets													
	a) First 20	0.02	x	\$230	=	\$4	\$3.84	each	100%	\$3.84		100%	\$0	
	b) Additional fixtures	0.01	x	\$230	=	\$3	\$2.88	each	100%	\$2.88		100%	\$0	
16	Lighting Fixtures													
	a) First 20 fixtures	0.02	x	\$230	=	\$4	\$3.84	each	100%	\$3.84		100%	\$0	
	b) Additional fixtures	0.01	x	\$230	=	\$3	\$2.88	each	100%	\$2.88		100%	\$0	
	c) For pole or platform-mounted lighting fixtures	0.03	x	\$230	=	\$8	\$7.00	each	91%	\$7.00		91%	\$0	
	d) For theatrical-type lighting fixtures or assemblies	0.03	x	\$230	=	\$8	\$7.00	each	91%	\$7.00		91%	\$0	
17	Residential Appliances													
	a) For fixed residential appliances or receptacle outlets	0.10	x	\$230	=	\$23	\$23	each	100%	\$23		100%	\$0	
18	Power Apparatus													
	a) Up to and including 1	0.17	x	\$230	=	\$38	\$38	each	99%	\$38		99%	\$0	
	b) Over 1 and not over 10	0.25	x	\$230	=	\$58	\$57	each	99%	\$57		99%	\$0	
	c) Over 10 and not over 50	0.42	x	\$230	=	\$96	\$95	each	99%	\$95		99%	\$0	
	d) Over 50 and not over 100	0.50	x	\$230	=	\$115	\$115	each	100%	\$115		100%	\$0	
	e) Over 100	0.67	x	\$230	=	\$153	\$153	each	100%	\$153		100%	\$0	
19	Busways													
	a) For trolley and plug-in-type busways	0.42	x	\$230	=	\$96	\$95	each 100 ft	99%	\$95		99%	\$0	
20	Signs, Outline Lighting and Marquees													
	a) Signs, Outline Lighting and Marquees For signs, outline lighting systems or marquees supplies from one branch circuit	0.42	x	\$230	=	\$96	\$95		99%	\$95		99%	\$0	
	b) For additional branch circuits with For additional branch circuits with marquee	0.33	x	\$230	=	\$77	\$76		99%	\$76		99%	\$0	
21	Services													
	a) For services of 600 volts or less and not over 200 amperes in rating,	0.67	x	\$230	=	\$153	\$153	each	100%	\$153		100%	\$0	
	b) For services of 600 volts or less and over 200 amperes to 1,000	1.17	x	\$230	=	\$268	\$268	each	100%	\$268		100%	\$0	
	c) For services over 600 volts or over 1,000 amperes in rating	1.75	x	\$230	=	\$403	\$402	each	100%	\$402		100%	\$0	
22	Miscellaneous Apparatus, Conduits, and Conductors													
	a) For electrical apparatus, conduits, and conductors for which a permit is required but for which no fee is herein set forth	0.42	x	\$230	=	\$96	\$95		99%	\$95		99%	\$0	
3-C MECHANICAL PERMIT														
NEW BUILDINGS														
23	New Commercial buildings	0.0012	x	\$230	=	\$0.28	\$0.27	per sq ft	98%	\$0.27	per SF	98%	\$0.00	
24	New Residential buildings	0.0004	x	\$230	=	\$0.09	\$0.09	per sq ft	98%	\$0.09	per SF	98%	\$0.00	

City of Santa Clara
 User and Regulatory Fee Study
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#	Fee Description	Total Hours		Fully-Burdened Hourly Rate	=	Cost of Service	Current Fee	Current Fee Structure	Current Cost Recovery	Proposed Fee	Proposed Fee Structure	Proposed Cost Recovery	Proposed Fee Change \$	Note
	UNIT FEE SCHEDULE													
25	Furnaces													
	a) For installation or relocation of forced-air or gravity-type furnace, up to and including 100,000 Btu/h	1.25	x	\$230	=	\$288	\$287		100%	\$287		100%	\$0	
	b) For installation or relocation of forced-air or gravity-type furnace, over	1.25	x	\$230	=	\$288	\$287		100%	\$287		100%	\$0	
	c) For installation or relocation of each floor furnace	1.25	x	\$230	=	\$288	\$287		100%	\$287		100%	\$0	
	d) For installation or relocation of each suspended heater, recessed wall heater or floor-mounted unit	1.25	x	\$230	=	\$288	\$287		100%	\$287		100%	\$0	
26	Appliance Vents													
	a) For the installation, relocation or replacement of each appliance vent not included in an appliance permit	2.00	x	\$230	=	\$460	\$460		100%	\$460		100%	\$0	
27	Repairs or Additions													
	a) For the repair or, alteration of, or additional to each	2.00	x	\$230	=	\$460	\$460		100%	\$460		100%	\$0	
28	Boilers, Compressors and Absorption Systems													
	a) Up to and including 3 horsepower or up to and including 100,000	1.75	x	\$230	=	\$403	\$402		100%	\$402		100%	\$0	
	b) Over 3 horsepower to and including 15 horsepower or Over 100,000 Btu/h to and including 500,000 Btu/h	2.00	x	\$230	=	\$460	\$460		100%	\$460		100%	\$0	
	c) Over 15 to and including 30 horsepower or Over 500,000 to and	2.17	x	\$230	=	\$498	\$498		100%	\$498		100%	\$0	
	d) Over 30 to and including 50 horsepower or Over 1,000,000 to and including 1,750,000 Btu/h	2.42	x	\$230	=	\$556	\$556		100%	\$556		100%	\$0	
	e) Over 50 horsepower or Over 1,750,000 Btu/h	2.67	x	\$230	=	\$613	\$613		100%	\$613		100%	\$0	
29	Air Handlers													
	a) Each unit up to and including 10,000 cubic feet per minute	1.33	x	\$230	=	\$307	\$306		100%	\$306		100%	\$0	
	b) Each unit Over 10,000 cfm	2.00	x	\$230	=	\$460	\$460		100%	\$460		100%	\$0	
30	Evaporative Coolers													
	a) For each evaporative cooler other than portable type	2.00	x	\$230	=	\$460	\$460		100%	\$460		100%	\$0	
31	Ventilation and Exhaust													
	a) For each ventilation fan connected to a single duct	0.42	x	\$230	=	\$96	\$95		99%	\$95		99%	\$0	
	b) For each ventilation system which is not a portion of any heating or air-conditioning system authorized by a permit	0.75	x	\$230	=	\$173	\$172		100%	\$172		100%	\$0	
	c) For the installation of each hood which is served by mechanical exhaust	2.00	x	\$230	=	\$460	\$460		100%	\$460		100%	\$0	
32	Incinerators													
	a) For the installation or relocation of each domestic-type incinerator	1.00	x	\$230	=	\$230	\$230		100%	\$230		100%	\$0	
	b) For the installation or relocation of each commercial or industrial-type incinerator	2.00	x	\$230	=	\$460	\$460		100%	\$460		100%	\$0	
33	Miscellaneous													
	a) For each appliance or piece of equipment regulated by the Mechanical Code but not classified in other appliance categories	2.00	x	\$230	=	\$460	\$460		100%	\$460		100%	\$0	

City of Santa Clara
 User and Regulatory Fee Study
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#	Fee Description	Total Hours		Fully-Burdened Hourly Rate	=	Cost of Service	Current Fee	Current Fee Structure	Current Cost Recovery	Proposed Fee	Proposed Fee Structure	Proposed Cost Recovery	Proposed Fee Change \$	Note
3-C PLUMBING PERMIT FEES														
NEW BUILDINGS														
34	New Commercial buildings, per sq. ft.	0.0009	x	\$230	=	\$0.21	\$0.21		101%	\$0.21	per SF	101%	\$0.00	
35	New Residential buildings, per sq. ft.	0.0004	x	\$230	=	\$0.09	\$0.09		98%	\$0.09	per SF	98%	\$0.00	
UNIT FEE SCHEDULE														
36	Fixtures and Vents													
	a) For each plumbing fixture or trap or set of fixtures on one trap	1.00	x	\$230	=	\$230	\$230		100%	\$230		100%	\$0	
	b) For repair or alteration of drainage or vent piping, each fixture	1.00	x	\$230	=	\$230	\$230	each fixture	100%	\$230		100%	\$0	
37	Sewers, Disposal Systems and Interceptors													
	a) For each building sewer and each trailer park sewer	1.00	x	\$230	=	\$230	\$230		100%	\$230		100%	\$0	
	b) For each cesspool	0.42	x	\$230	=	\$96	\$95		99%	\$95		99%	\$0	
	c) For each private sewage disposal system	0.42	x	\$230	=	\$96	\$95		99%	\$95		99%	\$0	
	d) For each industrial waste pretreatment interceptor	1.00	x	\$230	=	\$230	\$230		100%	\$230		100%	\$0	
	e) Rainwater systems	0.25	x	\$230	=	\$58	\$57	per drain	99%	\$57		99%	\$0	
38	Water Piping and Water Heaters													
	a) For installation, alteration, or repair of water piping and/or water-	1.00	x	\$230	=	\$230	\$230		100%	\$230		100%	\$0	
	b) For each water heater including vent	1.00	x	\$230	=	\$230	\$230		100%	\$230		100%	\$0	
39	Water Softener	1.00	x	\$230	=	\$230	\$230		100%	\$230		100%	\$0	
40	Water Heater - Same Location (like for like)	1.00	x	\$230	=	\$230	\$230		100%	\$230		100%	\$0	
41	Gas Piping Systems													
	a) For each gas piping system of one to five outlets	0.67	x	\$230	=	\$153	\$153		100%	\$153		100%	\$0	
	b) For each additional outlet over five	0.03	x	\$230	=	\$6	\$5.70		99%	\$5.70		99%	\$0	
42	Lawn Sprinklers, Vacuum Breakers and Backflow Protection Devices													
	a) For each lawn sprinkler system on any one meter	1.00	x	\$230	=	\$230	\$230		100%	\$230		100%	\$0	
	b) For atmospheric-type vacuum breakers or backflow protection													
	i) 1 to 5 devices	0.42	x	\$230	=	\$96	\$95		99%	\$95		99%	\$0	
	ii) Over 5 devices, each	0.08	x	\$230	=	\$19	\$18		94%	\$18		94%	\$0	
	c) For each backflow protective device other than atmospheric-type													
	i) 2 in and smaller	1.00	x	\$230	=	\$230	\$230		100%	\$230		100%	\$0	
	ii) Over 2 inches	1.00	x	\$230	=	\$230	\$230		100%	\$230		100%	\$0	
43	Swimming Pools													
	a) Public pool	3.00	x	\$230	=	\$690	\$690		100%	\$690		100%	\$0	
	b) Public spa	2.50	x	\$230	=	\$575	\$575		100%	\$575		100%	\$0	
	c) Private pool	2.50	x	\$230	=	\$575	\$575		100%	\$575		100%	\$0	
	d) private spa	2.00	x	\$230	=	\$460	\$460		100%	\$460		100%	\$0	
44	Miscellaneous													
	a) For each appliance or piece of equipment regulated by the Mechanical Code but not classified in other appliance categories equipment regulated by the Plumbing Code but not classified in other appliance categories	1.00	x	\$230	=	\$230	\$230		100%	\$230		100%	\$0	

#	Fee Description	Total Hours	Fully-Burdened Hourly Rate	Cost of Service	Current Fee	Current Fee Structure	Current Cost Recovery	Proposed Fee	Proposed Fee Structure	Proposed Cost Recovery	Proposed Fee Change \$	Note
3-G GRADING												
45	PLAN REVIEW FEES											
	a) 50 cubic yards or less	n/a		n/a	No Fee			No Fee			n/a	
	b) 51 to 100 cubic yards	1.50	x \$230	= \$345	\$345.21		100%	\$345.21		100%	\$0	
	c) 101 to 1,000 cubic yards	4.00	x \$230	= \$920	\$920.56		100%	\$920.56		100%	\$0	
	d) 1,001 to 10,000 cubic yards	6.00	x \$230	= \$1,380	\$1,380.85		100%	\$1,380.85		100%	\$0	
	e) 10,001 to 100,000 cubic yards - base	10.00	x \$230	= \$2,300	\$2,301.42		100%	\$2,301.42		100%	\$0	
	i) Each additional 10,000 cubic yards	0.44	x \$230	= \$102	\$102.28		100%	\$102.28		100%	\$0	
	f) 100,001 to 200,000 cubic yards - base	14.00	x \$230	= \$3,220	\$3,221.98		100%	\$3,221.98		100%	\$0	
	i) Each additional 10,000 cubic yards	1.00	x \$230	= \$230	\$230.14		100%	\$230.14		100%	\$0	
	g) 200,001 cubic yards or more - base	24.00	x \$230	= \$5,520	\$5,523.40		100%	\$5,523.40		100%	\$0	
	i) Each additional 10,000 cubic yards	0.50	x \$230	= \$115	\$115.07		100%	\$115.07		100%	\$0	
3-H GRADING												
46	PERMIT FEES											
	a) 100 cubic yards or less	2.00	x \$230	= \$460	\$460.28		100%	\$460.28		100%	\$0	
	b) 101 to 1,000 cubic yards - base	2.00	x \$230	= \$460	\$460.28		100%	\$460.28		100%	\$0	
	i) Each additional 100 cubic yards	0.33	x \$230	= \$77	\$76.36		100%	\$76.36		100%	\$0	
	c) 1,001 to 10,000 cubic yards - base	5.00	x \$230	= \$1,150	\$1,150.71		100%	\$1,150.71		100%	\$0	
	i) Each additional 1,000 cubic yards	0.22	x \$230	= \$51	\$51.25		100%	\$51.25		100%	\$0	
	d) 10,001 to 100,000 cubic yards - base	7.00	x \$230	= \$1,610	\$1,610.99		100%	\$1,610.99		100%	\$0	
	i) Each additional 10,000 cubic yards	0.89	x \$230	= \$204	\$204.57		100%	\$204.57		100%	\$0	
	e) 100,001 cubic yards or more - base	15.00	x \$230	= \$3,450	\$3,452.13		100%	\$3,452.13		100%	\$0	
	i) Each additional 10,000 cubic yards	0.44	x \$230	= \$102	\$102.28		100%	\$102.28		100%	\$0	
3-I OTHER INSPECTIONS AND FEES												
47	Minimum Permit Fee per Trade	1.00	x \$230	\$230	\$230		100%	\$230		100%	\$0	[b]
48	Inspections outside of normal business hours (per hour) (Min of 2 hours)	1.00	x \$299	\$299	\$298		100%	\$298		100%	\$0	
49	Re-inspection fees assessed under provisions of Section 305.8 (per hour)	1.00	x \$230	\$230	\$230		100%	\$230		100%	\$0	
50	Inspections or plan review for which no fee is specifically indicated (per hour)	1.00	x \$230	\$230	\$230		100%	\$230		100%	\$0	
51	Additional plan review required by changes, additions or revisions to approved plans (per hour)	1.00	x \$230	\$230	\$230		100%	\$230		100%	\$0	
52	For use of outside consultants for plan checking and inspections				No Fee			No Fee				
53	Plan Review outside of normal business hours (per hour) (Min of 2 hours)	1.00	x \$299	\$299	\$298		100%	\$298		100%	\$0	
54	Phased Plan Check (for each phase)				25% of original plan review fee		100%	25% of original plan review fee		100%	\$0	
55	Master Plan Fee				25% of plan check fee		100%	25% of plan check fee		100%	\$0	
56	Alternate Materials & Methods Review (per hour) (Minimum 3 hours)	1.00	x \$230	\$230	\$230			\$230		100%	\$0	

City of Santa Clara
 User and Regulatory Fee Study
 Cost of Service Calculation - Building

#	Fee Description	Total Hours		Fully-Burdened Hourly Rate	Cost of Service	Current Fee	Current Fee Structure	Current Cost Recovery	Proposed Fee	Proposed Fee Structure	Proposed Cost Recovery	Proposed Fee Change \$	Note
57	Temporary Certificate of Occupancy	5.00	x	\$230	\$1,150	\$1,150		100%	\$1,150		100%	\$0	
58	Permit to Final (per trade) (minimum of 1-hour per trade)	1.00	x	\$230	\$230	\$230		100%	\$230		100%	\$0	
59	Replacement of Job Card	0.25	x	\$230	\$58	\$57		99%	\$57		99%	\$0	
59	Application Extension	0.42	x	\$230	\$96	\$95		99%	\$95		99%	\$0	
60	Permit Extension	0.42	x	\$230	\$96	\$95		99%	\$95		99%	\$0	
61	Replacement Permit	0.42	x	\$230	\$96	\$96		100%	\$95		99%	(\$1)	
62	Addressing (per hour - two hour minimum)	1.00	x	\$230	\$230	\$230		100%	\$230		100%	\$0	
63	Plan Duplication of lost plan set (up to 20 pages)	0.42	x	\$230	\$96	\$95		99%	\$95		99%	\$0	
64	Review and stamp transfer of lost plan set	0.42	x	\$230	\$96	\$95		99%	\$95		99%	\$0	
65	Photovoltaic - Residential												
	a) 15KW or less					\$450			\$450			\$0	
	b) Per KW above 15					\$15			\$15			\$0	
66	Photovoltaic - Commercial												
	a) 50KW or less					\$1,000			\$1,000			\$0	
	b) Between 50KW and 250 KW (base)					\$1,000			\$1,000			\$0	
	i) Between 50KW and 250 KW (per KW)					\$7			\$7			\$0	
	c) Greater than 250 KW (base)					\$2,400			\$2,400			\$0	
	i) Greater than 250 KW (per KW)					\$5			\$5			\$0	
67	Photovoltaic - Solar Thermal												
	a) 10kwth or less					\$450			\$450			\$0	
	b) Greater than 10kwth (Base)					\$450			\$450			\$0	
	i) Per kwth above 10kwth					\$15			\$15			\$0	
68	Bathroom Remodel (like for like)	1.00	x	\$230	= \$230	\$230		100%	\$230		100%	\$0	
69	Foundation Repair / Seismic Upgrade	1.50	x	\$230	= \$345	\$345		100%	\$345		100%	\$0	
70	Pool Demo	1.00	x	\$230	= \$230	\$230		100%	\$230		100%	\$0	
71	Residential Reroof	2.92	x	\$230	= \$672	\$671		100%	\$671		100%	\$0	

City of Santa Clara
 User and Regulatory Fee Study
 Cost of Service Calculation - Building

#	Fee Description	Total Hours		Fully-Burdened Hourly Rate	Cost of Service	Current Fee	Current Fee Structure	Current Cost Recovery	Proposed Fee	Proposed Fee Structure	Proposed Cost Recovery	Proposed Fee Change \$	Note
	SINGLE-FAMILY / DUPLEX / ADDITIONAL DWELLING UNIT												
	RESIDENTIAL SCALED PERMIT FEE												
	PLAN CHECK												
72	Project Size												
	a) 1 to 250 sq. ft.	3.00	x	\$230	\$690	\$690.43		100%	\$690.43		100%	\$0	
	b) 251 to 1,000 sq. ft.												
	i) First 250 sq. ft.	3.00	x	\$230	\$690	\$690.43		100%	\$690.43		100%	\$0	
	ii) Each additional 100 sq. ft. or fraction thereof	1.20	x	\$230	\$276	\$276.17		100%	\$276.17		100%	\$0	
	c) 1,001 to 3,000 sq. ft.												
	i) First 1,000 sq. ft.	12.00	x	\$230	\$2,760	\$2,761.70		100%	\$2,761.70		100%	\$0	
	ii) Each additional 100 sq. ft. or fraction thereof	0.60	x	\$230	\$138	\$138.09		100%	\$138.09		100%	\$0	
	d) 3,001 to +												
	i) First 3,000 sq. ft.	24.00	x	\$230	\$5,520	\$5,523.41		100%	\$5,523.41		100%	\$0	
	ii) Each additional 100 sq. ft. or fraction thereof	0.30	x	\$230	\$69	\$69.04		100%	\$69.04		100%	\$0	
	INSPECTION												
73	Project Size												
	a) 1 to 250 sq. ft.	3.33	x	\$230	\$766	\$766.37		100%	\$766.37		100%	\$0	
	b) 251 to 1,000 sq. ft.												
	i) First 250 sq. ft.	3.33	x	\$230	\$766	\$766.37		100%	\$766.37		100%	\$0	
	ii) Each additional 100 sq. ft. or fraction thereof	1.02	x	\$230	\$235	\$235.36		100%	\$235.36		100%	\$0	
	c) 1,001 to 3,000 sq. ft.												
	i) First 1,000 sq. ft.	11.00	x	\$230	\$2,530	\$2,531.56		100%	\$2,531.56		100%	\$0	
	ii) Each additional 100 sq. ft. or fraction thereof	0.87	x	\$230	\$199	\$199.42		100%	\$199.42		100%	\$0	
	d) 3,001 to +												
	i) First 3,000 sq. ft.	28.33	x	\$230	\$6,516	\$6,519.92		100%	\$6,519.92		100%	\$0	
	ii) Each additional 100 sq. ft. or fraction thereof	0.43	x	\$230	\$100	\$99.71		100%	\$99.71		100%	\$0	

#	Fee Description	Total Hours	Fully-Burdened Hourly Rate	Cost of Service	Current Fee	Current Fee Structure	Current Cost Recovery	Proposed Fee	Proposed Fee Structure	Proposed Cost Recovery	Proposed Fee Change \$	Note
	COMMERCIAL / MULTI-FAMILY / INDUSTRIAL SCALED PERMIT FEE											
74	PLAN CHECK											
	Project Valuation											
	a) \$1 to \$1,000	0.50	x \$230	\$115	\$115.07		100%	\$115.07		100%	\$0	
	b) \$1,001 to \$10,000											
	i) First \$1,000	0.50	x \$230	\$115	\$115.07		100%	\$115.07		100%	\$0	
	ii) Each additional \$1,000 or fraction thereof	0.08	x \$230	\$19	\$19.18		100%	\$19.18		100%	\$0	
	c) \$10,001 to \$75,000											
	i) First \$10,000	1.25	x \$230	\$288	\$287.68		100%	\$287.68		100%	\$0	
	ii) Each additional \$1,000 or fraction thereof	0.07	x \$230	\$17	\$16.82		100%	\$16.82		100%	\$0	
	d) \$75,001 to \$150,000											
	i) First \$75,000	6.00	x \$230	\$1,380	\$1,380.85		100%	\$1,380.85		100%	\$0	
	ii) Each additional \$1,000 or fraction thereof	0.09	x \$230	\$21	\$21.48		100%	\$21.48		100%	\$0	
	e) \$150,001 to \$750,000											
	i) First \$150,000	13.00	x \$230	\$2,990	\$2,991.85		100%	\$2,991.85		100%	\$0	
	ii) Each additional \$1,000 or fraction thereof	0.03	x \$230	\$7	\$7.48		100%	\$7.48		100%	\$0	
	f) \$750,001 to \$3,000,000											
	i) First \$750,000	32.50	x \$230	\$7,475	\$7,479.62		100%	\$7,479.62		100%	\$0	
	ii) Each additional \$1,000 or fraction thereof	0.02	x \$230	\$5	\$5.27		100%	\$5.27		100%	\$0	
	g) \$3,000,001 to \$10,000,000											
	i) First \$3,000,000	84.00	x \$230	\$19,320	\$19,331.93		100%	\$19,331.93		100%	\$0	
	ii) Each additional \$1,000 or fraction thereof	0.01	x \$230	\$3	\$3.09		100%	\$3.09		100%	\$0	
	h) \$10,000,001 to +											
	i) First \$10,000,000	178.00	x \$230	\$40,940	\$40,965.28		100%	\$40,965.28		100%	\$0	
	ii) Each additional \$1,000 or fraction thereof	0.01	x \$230	\$2	\$1.55		100%	\$1.55		100%	\$0	

City of Santa Clara
 User and Regulatory Fee Study
 Cost of Service Calculation - Building

#	Fee Description	Total Hours	Fully-Burdened Hourly Rate	Cost of Service	Current Fee	Current Fee Structure	Current Cost Recovery	Proposed Fee	Proposed Fee Structure	Proposed Cost Recovery	Proposed Fee Change \$	Note
75	INSPECTION PERMIT											
	Project Valuation											
	a) \$1 to \$1,000	0.50	x	\$230	\$115		100%	\$115.07		100%	\$0	
	b) \$1,001 to \$10,000											
	i) First \$1,000	0.50	x	\$230	\$115		100%	\$115.07		100%	\$0	
	ii) Each additional \$1,000 or fraction thereof	0.17	x	\$230	\$38		100%	\$38.27		100%	\$0	
	c) \$10,001 to \$75,000											
	i) First \$10,000	2.00	x	\$230	\$459		100%	\$459.48		100%	\$0	
	ii) Each additional \$1,000 or fraction thereof	0.09	x	\$230	\$21		100%	\$21.26		100%	\$0	
	d) \$75,001 to \$150,000											
	i) First \$75,000	8.00	x	\$230	\$1,840		100%	\$1,841.14		100%	\$0	
	ii) Each additional \$1,000 or fraction thereof	0.11	x	\$230	\$25		100%	\$24.55		100%	\$0	
	e) \$150,001 to \$750,000											
	i) First \$150,000	16.00	x	\$230	\$3,680		100%	\$3,682.27		100%	\$0	
	ii) Each additional \$1,000 or fraction thereof	0.04	x	\$230	\$9		100%	\$9.21		100%	\$0	
	f) \$750,001 to \$3,000,000											
	i) First \$750,000	40.00	x	\$230	\$9,200		100%	\$9,205.68		100%	\$0	
	ii) Each additional \$1,000 or fraction thereof	0.02	x	\$230	\$4		100%	\$4.09		100%	\$0	
	g) \$3,000,001 to \$10,000,000											
	i) First \$3,000,000	80.00	x	\$230	\$18,400		100%	\$18,411.36		100%	\$0	
	ii) Each additional \$1,000 or fraction thereof	0.02	x	\$230	\$4		100%	\$3.81		100%	\$0	
	h) \$10,000,001 to +											
	i) First \$10,000,000	196.00	x	\$230	\$45,080		100%	\$45,107.83		100%	\$0	
	ii) Each additional \$1,000 or fraction thereof	0.01	x	\$230	\$2		100%	\$1.91		100%	\$0	
76	Fee for Work Commencing Before Permit Issuance - In Addition to Regularly Applicable Base Fees					Equal to Permit Fee		Equal to Permit Fee			\$0	

[a] Incorrect fee published in FY 23/24 for A/C (with or w/o Furnace) - Same Location. Published fee was \$154, but should have been \$230.

[b] Moving minimum permit fee from Section 3-B to Section 3-1. Fee will be minimum fee per trade.

City of Santa Clara
 User and Regulatory Fee Study
 Allocation of Annual Labor Effort - Planning

Position [a]	FTE [a]	Total Hours Per FTE [b]	Less: Holiday & Leave [c]	Productive Hours Per FTE	Total Productive Hours	Indirect [d]	Direct [d]	Total	Total Indirect Hours	Total Direct Hours	Total Hours
Associate Planner	3.75	2,080	216	1,864	6,990	20%	80%	100%	1,398	5,592	6,990
Asst Dir. of Community Development	0.77	2,080	216	1,864	1,435	85%	15%	100%	1,220	215	1,435
Code Enforcement Officer	1.00	2,080	216	1,864	1,864	20%	80%	100%	373	1,491	1,864
Code Enforcement Technician	2.00	2,080	216	1,864	3,728	20%	80%	100%	746	2,982	3,728
Development Review Officer	1.00	2,080	216	1,864	1,864	20%	80%	100%	373	1,491	1,864
Director of Community Development	0.77	2,080	216	1,864	1,435	100%	0%	100%	1,435	-	1,435
Office Specialist II	2.00	2,080	216	1,864	3,728	100%	0%	100%	3,728	-	3,728
Planning Manager	1.00	2,080	216	1,864	1,864	65%	35%	100%	1,212	652	1,864
Principal Planner	2.00	2,080	216	1,864	3,728	20%	80%	100%	746	2,982	3,728
Senior Planner	2.00	2,080	216	1,864	3,728	20%	80%	100%	746	2,982	3,728
Staff Aide II	1.00	2,080	216	1,864	1,864	65%	35%	100%	1,212	652	1,864
Staff Analyst I	1.00	2,080	216	1,864	1,864	100%	0%	100%	1,864	-	1,864
Subtotal - Directly Budgeted FTE	18.29				34,093				15,051	19,042	34,093
Total									44%	56%	100%

[a] Source: FY 23/24 & 24/25 Adopted budget.

[b] Based on 40 hour week * 52 weeks per year.

[c] Amount intended to serve as reasonable estimate. Amount will vary annually, and by employee. Amount assumes twelve days holiday, ten days vacation/personal leave, five days sick leave.

[d] Amounts intended to serve as reasonable estimates developed for purposes of this analysis. Amount will vary annually, and by employee. Amount based on position and consultant experience working with similar municipalities.

City of Santa Clara
 User and Regulatory Fee Study
 Hourly Rate Calculation - Planning

FY 23/24 Forecast Expenses [a]		Program	5522	5523	5524	5525				
Fund #	Fund Desc	Account Desc	Dev Review	Advanced Planning	Historical Preservation	Code Enforcement	Subtotal	Adjustment	Total	Notes
001	General Fund	87010 - Salary And Wages - Regular	\$950,096	\$775,628	\$325,574	\$518,638	\$2,569,936	\$0	\$2,569,936	
001	General Fund	87011 - Salary Attrition and VTO	(\$29,571)	(\$23,266)	(\$9,767)	(\$15,559)	(\$78,163)	\$0	(\$78,163)	
001	General Fund	87017 - Premium Pay	\$0	\$0	\$0	\$0	\$0	\$0	\$0	
001	General Fund	87020 - Salary And Wages - As Needed	\$62,824	\$0	\$0	\$0	\$62,824	\$0	\$62,824	
001	General Fund	87030 - S & W - O.T. Vacation Relief	\$15,522	\$8,870	\$8,870	\$5,543	\$38,805	\$0	\$38,805	
001	General Fund	87110 - Contra 870x0-Reimbd Sal & Wage	(\$33,075)	\$0	\$0	\$0	(\$33,075)	\$33,075	\$0	
001	General Fund	1 Salary Accounts	\$965,796	\$761,232	\$324,677	\$508,622	\$2,560,327	\$33,075	\$2,593,402	
001	General Fund	87212 - PERS - Misc	\$322,720	\$263,682	\$110,694	\$176,338	\$873,434	\$0	\$873,434	
001	General Fund	87221 - Medicare	\$14,411	\$12,120	\$5,040	\$7,895	\$39,466	\$0	\$39,466	
001	General Fund	87222 - Social Security	\$52,889	\$46,867	\$19,570	\$31,873	\$151,199	\$0	\$151,199	
001	General Fund	87230 - Health Allocation	\$100,319	\$67,205	\$26,144	\$78,294	\$271,962	\$0	\$271,962	
001	General Fund	87241 - Dental - City Paid	\$1,786	\$1,423	\$651	\$1,170	\$5,030	\$0	\$5,030	
001	General Fund	87242 - Long Term Disability-City Paid	\$3,474	\$2,474	\$1,140	\$2,267	\$9,355	\$0	\$9,355	
001	General Fund	87243 - Vision- City Paid	\$722	\$573	\$262	\$472	\$2,029	\$0	\$2,029	
001	General Fund	87250 - Basic Life Insurance	\$385	\$388	\$148	\$202	\$1,123	\$0	\$1,123	
001	General Fund	87271 - VEBA	\$3,900	\$3,102	\$1,416	\$2,556	\$10,974	\$0	\$10,974	
001	General Fund	87272 - EAP	\$307	\$250	\$114	\$207	\$878	\$0	\$878	
001	General Fund	87274 - Auto Allowance	\$4,969	\$6,038	\$1,939	\$1,459	\$14,405	\$0	\$14,405	
001	General Fund	87275 - Mobile Phone Allowance	\$1,726	\$2,324	\$730	\$538	\$5,318	\$0	\$5,318	
001	General Fund	87279 - Misc. Other Benefits	\$0	\$0	\$0	\$240	\$240	\$0	\$240	
001	General Fund	87390 - OPEB	\$23,726	\$18,871	\$8,614	\$15,549	\$66,760	\$0	\$66,760	
001	General Fund	2 Benefit Accounts	\$531,334	\$425,317	\$176,462	\$319,060	\$1,452,173	\$0	\$1,452,173	
001	General Fund	87500 - Operating Supplies	\$50,883	\$3,568	\$2,420	\$1,732	\$58,603	\$0	\$58,603	
001	General Fund	87810 - Utilities Expenses			\$702		\$702	\$0	\$702	
001	General Fund	87825 - Conference, Travel and Training	\$27,803		\$10,047	\$1,730	\$39,580	\$0	\$39,580	
001	General Fund	87870 - Contractual Serv Not Class	\$90,059		\$528		\$90,587	\$0	\$90,587	
001	General Fund	87900 - Rent Expense	\$1,705				\$1,705	\$0	\$1,705	
001	General Fund	3 Mat/Serv/Sup	\$170,450	\$3,568	\$13,697	\$3,462	\$191,177	\$0	\$191,177	
001	General Fund	87640 - Vehicle Equipment Maintenance	\$3,745				\$3,745	\$0	\$3,745	
001	General Fund	87650 - Technical Services Maintenance	\$176,703	\$45,919	\$16,240	\$44,722	\$283,584	\$0	\$283,584	
001	General Fund	87660 - Workers Comp Insurance	\$4,693	\$3,692	\$1,550	\$2,469	\$12,404	\$0	\$12,404	
001	General Fund	87680 - Unemployment Insurance	\$0	\$0	\$0	\$0	\$0	\$0	\$0	
001	General Fund	87740 - Vehicle Equipment Amortization	\$5,865				\$5,865	\$0	\$5,865	
001	General Fund	87840 - Insurance And Surety Bonds	\$0	\$0	\$0	\$0	\$0	\$0	\$0	
001	General Fund	5 Interfund Services	\$191,006	\$49,611	\$17,790	\$47,191	\$305,598	\$0	\$305,598	
Subtotal			\$1,858,586	\$1,239,728	\$532,626	\$878,335	\$4,509,275	\$33,075	\$4,542,350	

Adjustments for Fully-Burdened Hourly Rate Calculation

Allocation of Citywide Overhead

Description	Dev Review	Advanced Planning	Historical Preservation	Code Enforcement	Subtotal	Adjustment	Total	Notes
Allocation of Citywide Overhead - Services from Other Funds CAP Plan Amount	\$841,268	\$100,010	\$39,220	\$75,762	\$1,056,260	\$0	\$1,056,260	[b]
Adjustment for FY 2024/25	2%	2%	2%	2%	2%	2%	2%	[c]
Allocation of Citywide Overhead - Services from Other Funds CAP Plan Amount	\$858,094	\$102,010	\$40,005	\$77,277	\$1,077,385	\$0	\$1,077,385	

Total Divisional Costs

Total	\$2,716,680	\$1,341,738	\$572,631	\$955,612	\$5,586,660	\$33,075	\$5,619,735
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Calculation of Fully-Burdened Hourly Rate

Description	Total	Notes
Divisional Expenses	\$5,619,735	
Direct Hours	19,042	[e]
Total	\$295	

Full Cost Factors for Hourly Rate Buildup

Description	Total	Share	Per Hour
Personnel	\$4,045,575	72%	\$212
Equipment	\$0	0%	\$0
Materials / Supplies	\$496,775	9%	\$26
Other Costs	\$0	0%	\$0
Overhead	\$1,077,385	19%	\$57
Total	\$5,619,735	100%	\$295

[a] Source: FY 23/24 & 24/25 Adopted budget.

[b] Source: Citywide Cost Allocation Plan.

[c] Aligns to City's typical budgeting practice of increasing cost allocation amounts by 2% for second year of adopted budget.

[d] To account for support provided but not directly budgeted to Building. See Building hourly rate calculation worksheet.

[e] See worksheet labeled: Allocation of Annual Labor Effort - Planning.

City of Santa Clara
 User and Regulatory Fee Study
 Cost of Service Calculation - Planning

#	Fee Description	Total Hours	Fully-Burdened Hourly Rate	Cost of Service	Current Fee	Current Cost Recovery	Proposed Fee	Proposed Cost Recovery	Fee Unit	Proposed Fee Change %	Proposed Fee Change \$	Note
Rezoning												
1	Rezone single lot to R1	40.00	x \$295 =	\$11,800	\$9,158	78%	\$9,158	78%	per application	0%	\$0	
2	Non Planned Development (PD)	75.00	x \$295 =	\$22,125	\$20,792	94%	\$20,792	94%		0%	\$0	
3	Planned Development (PD)	200.00	x \$295 =	\$59,000	\$59,000	100%	\$59,000	100%		0%	\$0	
4	Planned Development Master Community (PD-MC)				\$70,809							
4	Development Area Plan Related to a PD-MC Rezoning	130.00	x \$295 =	\$38,350	\$38,350	100%	\$38,350	100%		0%	\$0	
Zoning Clearance												
5	Zoning Clearance for Home Occupancy	1.00	x \$295 =	\$295	\$295	n/a	\$295	100%		0%	\$0	
6	Zoning Clearance for Live Entertainment and Outdoor Dining (up to 24 seats)	1.00	x \$295 =	\$295	\$295	n/a	\$295	100%		0%	\$0	
7	Zoning Clearance - Single-Family	1.00	x \$295 =	\$295	\$295	n/a	\$295	100%		0%	\$0	
8	Zoning Clearance - ABC or DMV Review	1.00	x \$295 =	\$295	\$295		\$295	100%		n/a - new	n/a - new	
9	Zoning Clearance - Other Non-Single Family	2.00	x \$295 =	\$590	\$1,180	n/a	\$590	100%		-50%	(\$590)	
10	Zoning Code Text Amendment	90.00	x \$295 =	\$26,550	\$26,550	100%	\$26,550	100%	per application	0%	\$0	
11	Variance - Single Family	60.00	x \$295 =	\$17,700	\$3,500	20%	\$3,500	20%	per application	0%	\$0	
12	Variance - All Others	60.00	x \$295 =	\$17,700	\$10,405	59%	\$10,405	59%	per application	0%	\$0	
Minor Modifications												
13	Single Family	2.00	x \$295 =	\$590	\$590	100%	\$590	100%		0%	\$0	
14	All Others	5.00	x \$295 =	\$1,475	\$1,475	100%	\$1,475	100%		0%	\$0	
15	Off-Site Parking Permit (Citywide)	5.00	x \$295 =	\$1,475	\$1,475	100%	\$1,475	100%		0%	\$0	
16	Off-Site Parking Permit (Events North of 101)	5.00	x \$295 =	\$1,475	\$1,475	100%	\$1,475	100%	per permit / per year	0%	\$0	
17	Off-Site Parking Facilities (Events North of 101)				\$6.44		\$6.71		per space / per event	4%	\$0.27	
Use Permits												
18	Use Permit - Standard	80.00	x \$295 =	\$23,600	\$14,554	62%	\$14,554	62%	per application	0%	\$0	
19	Use Permit - Minor	40.00	x \$295 =	\$11,800	\$6,288	53%	\$6,288	53%	per application	0%	\$0	
20	Temporary Use Permit - Planning Commission Referral Special Permit - Council Approval	10.00	x \$295 =	\$2,950	\$2,950	100%	\$2,950	100%	per application	0%	\$0	
21	Temporary Use Permit - Administrative Approval (Non Profit) Special Permit - Non-Profit	10.00	x \$295 =	\$2,950	\$278	9%	\$278	9%		0%	\$0	
22	Temporary Use Permit - Administrative Approval Special Permit - Admin. Approval	5.00	x \$295 =	\$1,475	\$1,475	100%	\$1,475	100%		0%	\$0	
Maps												
23	4 or Fewer Lots	60.00	x \$295 =	\$17,700	\$17,700	100%	\$17,700	100%		0%	\$0	
24	5 or More Lots	80.00	x \$295 =	\$23,600	\$23,600	100%	\$23,600	100%		0%	\$0	
25	Lot Line Adjustment	20.00	x \$295 =	\$5,900	\$5,900	100%	\$5,900	100%		0%	\$0	

City of Santa Clara
 User and Regulatory Fee Study
 Cost of Service Calculation - Planning

#	Fee Description	Total Hours		Fully-Burdened Hourly Rate	=	Cost of Service	Current Fee	Current Cost Recovery	Proposed Fee	Proposed Cost Recovery	Fee Unit	Proposed Fee Change %	Proposed Fee Change \$	Note
Appeals														
26	From Non-Applicant Resident	80.00	x	\$295	=	\$23,600	\$523	2%	\$523	2%	per request	0%	\$0	
27	All Others (Including Applicant)	80.00	x	\$295	=	\$23,600	\$10,482	44%	\$10,482	44%		0%	\$0	
Reposting of Public Notification														
28	Single Family	4.00	x	\$295	=	\$1,180	\$130	11%	\$130	11%	per application	0%	\$0	
29	Non-Single Family	4.00	x	\$295	=	\$1,180	\$1,180	100%	\$1,180	100%	per application	0%	\$0	
30	Re-Noticing in Newspaper						Actual Cost	100%	Actual Cost	100%		0%	\$0	
31	Annexation of territory to City of Santa Clara	140.00	x	\$295	=	\$41,300	\$41,300	100%	\$41,300	100%	per application	0%	\$0	
Architectural Review														
32	Over the Counter	0.50	x	\$295	=	\$148	\$0	0%	\$0	0%		0%	\$0	
33	Accessory Dwelling Unit/Junior Accessory Dwelling Unit	1.00	x	\$295	=	\$295	\$295	100%	\$295	100%		0%	\$0	
34	Single Family	40.00	x	\$295	=	\$11,800	\$1,188	10%	\$1,188	10%		0%	\$0	
35	New development - Non-SFR	120.00	x	\$295	=	\$35,400	\$35,400	100%	\$35,400	100%		0%	\$0	
36	SB 9 Review	6.00	x	\$295	=	\$1,770	\$1,770	n/a	\$1,770	100%		0%	\$0	
37	SB 35 Review	80.00	x	\$295	=	\$23,600	\$23,600	n/a	\$23,600	100%		0%	\$0	
38	Design Consultant Review						Deposit of Consultant Estimated Costs plus Citywide Overhead	100%	Deposit of Consultant Estimated Costs plus Citywide Overhead					
Environmental Review														
39	City review of Draft EIR and preparation of Final EIR	120.00	x	\$295	=	\$35,400	\$35,400	100%	\$35,400	100%	per application	0%	\$0	
40	City review of Supplemental EIR/Final EIR	60.00	x	\$295	=	\$17,700	\$17,700	100%	\$17,700	100%		0%	\$0	
41	City review of NEPA	60.00	x	\$295	=	\$17,700	\$17,700	100%	\$17,700	100%		0%	\$0	[a]
42	City review or preparation of Initial Study/MND and Negative Declaration	80.00	x	\$295	=	\$23,600	\$23,600	100%	\$23,600	100%	per application	0%	\$0	
43	Exemption	3.00	x	\$295	=	\$885	\$885	100%	\$885	100%		0%	\$0	
44	Exemption (SFR or Paperless)	0.50	x	\$295	=	\$148	\$0	0%	\$0	0%		0%	\$0	
45	Recordation of Exemption (NOE)	2.00	x	\$295	=	\$590	\$590	100%	\$590	100%		0%	\$0	
46	AB 32 Tribal Consultation	3.00	x	\$295	=	\$885	\$885	n/a	\$885	100%		0%	\$0	
47	Re-Use of Prior Environmental Determination	6.00	x	\$295	=	\$1,770	\$1,770	100%	\$1,770	100%		0%	\$0	
48	Addendum to Prior Environmental Determination	16.00	x	\$295	=	\$4,720	\$4,720	100%	\$4,720	100%		0%	\$0	
49	General plan amendment Single Family	40.00	x	\$295	=	\$11,800	\$2,976	25%	\$2,976	25%		0%	\$0	
50	General plan amendment Up to one acre	80.00	x	\$295	=	\$23,600	\$23,600	100%	\$23,600	100%	per application	0%	\$0	
51	General plan amendment One to Five acres	120.00	x	\$295	=	\$35,400	\$35,400	100%	\$35,400	100%		0%	\$0	
52	General plan amendment Over Five acres	140.00	x	\$295	=	\$41,300	\$41,300	100%	\$41,300	100%		0%	\$0	
53	Development Agreement	120.00	x	\$295	=	\$35,400	\$35,400	100%	\$35,400	100%	per application	0%	\$0	

City of Santa Clara
 User and Regulatory Fee Study
 Cost of Service Calculation - Planning

#	Fee Description	Total Hours		Fully-Burdened Hourly Rate	=	Cost of Service	Current Fee	Current Cost Recovery	Proposed Fee	Proposed Cost Recovery	Fee Unit	Proposed Fee Change %	Proposed Fee Change \$	Note
54	Amendment or Cancellation of Development Agreement	40.00	x	\$295	=	\$11,800	\$11,800	100%	\$11,800	100%	per application	0%	\$0	
55	Development Agreement Negotiations						Actual Cost	100%	Actual Cost	100%		0%	\$0	
56	Certificate of Compliance	8.00	x	\$295	=	\$2,360	\$2,360	100%	\$2,360	100%	per certificate	0%	\$0	
	Signs													
57	Sign Permit Fees (attached or ground) for first sign	2.00	x	\$295	=	\$590	\$348	59%	\$348	59%	per application	0%	\$0	
58	Temporary Sign Permit/Street Banner (pursuant to Zoning Ord. Sec. 40-27) good for 60 days; or each additional sign under a Sign Permit application	0.50	x	\$295	=	\$148	\$85	58%	\$85	58%	per application	0%	\$0	
59	Temporary Sign Removal Fees	0.50	x	\$295	=	\$148	\$147	100%	\$147	100%	per sign	0%	\$0	
60	Comprehensive Sign Program Master-Sign-Program	15.00	x	\$295	=	\$4,425	\$4,425	100%	\$4,425	100%		0%	\$0	
61	Mills Act Application	40.00	x	\$295	=	\$11,800	\$8,451	72%	\$8,451	72%	per application	0%	\$0	
	Pre- Application													
62	Single Family	8.00	x	\$295	=	\$2,360	\$522	22%	\$522	22%		0%	\$0	
63	Planning Review	16.00	x	\$295	=	\$4,720	\$3,491	74%	\$3,491	74%		0%	\$0	
64	Project Clearance Committee	20.00	x	\$295	=	\$5,900	\$5,900	100%	\$5,900	100%		0%	\$0	
65	SB330 Review	20.00	x	\$295	=	\$5,900	\$5,900	100%	\$5,900	100%		0%	\$0	[a]
66	Flood Zone Verification	1.00	x	\$295	=	\$295	\$295	100%	\$295	100%		0%	\$0	
67	Zoning Verification	3.00	x	\$295	=	\$885	\$508	57%	\$508	57%		0%	\$0	
	Historical & Landmarks													
68	Single Family	40.00	x	\$295	=	\$11,800	\$980	8%	\$980	8%		0%	\$0	
69	All Others	40.00	x	\$295	=	\$11,800	\$11,800	100%	\$11,800	100%		0%	\$0	
70	Stormwater Management Plan Review	3.00	x	\$295	=	\$885	\$885	100%	\$885	100%		0%	\$0	
71	Minor-Amendment Change to Approved Projects	3.00	x	\$295	=	\$885	\$885	100%	\$885	100%		0%	\$0	
72	ABC-Review/Verification	2.00	x	\$295	=	\$590	\$590	100%	\$590	100%		0%	\$0	
73	Tree Removal Permit - Single Family Residence	2.00	x	\$295	=	\$590	\$295	50%	\$295	50%		0%	\$0	
74	Tree Removal Permit - All Others	2.00	x	\$295	=	\$590	\$590	100%	\$590	100%		0%	\$0	
75	Tree Removal Replacement - Off-Site					\$2,011	\$653	32%	\$2,011	100%		208%	\$1,358	[b]
76	Heritage Tree Removal	8.00	x	\$295	=	\$2,360	\$832	35%	\$832	35%		0%	\$0	
77	Non-Historical Referral to Historical and Landmarks Commission - Standard	20.00	x	\$295	=	\$5,900	\$523	9%	\$523	9%		0%	\$0	
78	Non-Historical Referral to Historical and Landmarks Commission - Comprehensive	40.00	x	\$295	=	\$11,800	\$980	8%	\$980	8%		0%	\$0	
79	Contract Administration						Actual Cost	Actual Cost	Actual Cost	100%		0%	\$0	
80	In-House Planning Rate for Services Provided and Not Listed Elsewhere in this Schedule (per hour)	1.00	x	\$295	=	\$295	\$295	100%	\$295	100%	per hour	0%	\$0	

City of Santa Clara
 User and Regulatory Fee Study
 Cost of Service Calculation - Planning

#	Fee Description	Total Hours	Fully-Burdened Hourly Rate	Cost of Service	Current Fee	Current Cost Recovery	Proposed Fee	Proposed Cost Recovery	Fee Unit	Proposed Fee Change %	Proposed Fee Change \$	Note
81	Preparation or Peer Review of Technical Report	varies		varies	n/a - new		Pass Through of Actual Cost plus 10% Admin Fee	100%		n/a - new	n/a - new	
	Time Extensions											
82	Administrative Entitlement Extension	1.00	x \$295 =	\$295	50% of application fee	varies	\$295	100%		varies	varies	
83	Processing Time Extension				25% of application fee	varies	25% of application fee			varies	varies	
	Re-Inspection Services											
84	Code Enforcement Re-Inspection Fee	1.50	x \$186 =	\$279	\$277	99%	\$277	99%		0%	\$0	
	Significant Property Alteration											
85	Major - Single Family	40.00	x \$295 =	\$11,800	\$980	8%	\$980	8%		0%	\$0	
86	Major - Other	40.00	x \$295 =	\$11,800	\$11,800	100%	\$11,800	100%		0%	\$0	
87	Minor - Single Family	30.00	x \$295 =	\$8,850	\$654	7%	\$654	7%		0%	\$0	
88	Minor - Other	30.00	x \$295 =	\$8,850	\$2,079	23%	\$2,079	23%		0%	\$0	
	Specific Plan Fee - Lawrence Station Area Plan (LSAP)											
89	Phase I Developers				\$23,785.39		\$24,408.57		per acre	3%	\$623	
90	Phase II Developers				\$15,210.80		\$15,609.32		per acre	3%	\$399	
91	Specific Plan Fee - Tasman East Specific Plan Area (TESP)				\$300.94		\$308.82		per unit	3%	\$8	
	Patrick Henry Drive CFD Formation											
92	Application Received Before July 1, 2023 fee due prior to issuance of Certificate of Occupancy				\$810.81		\$810.81					
93	Application Received On/After July 1, 2023 fee due prior to Development Review Hearing (DRH)				\$810.81		\$810.81					

[a] Adding to fee schedule for fee schedule clarity.

[b] Fee amount intended to match amount shown in Public Works / Street / Parkways & Boulevards (PW) section of the City fee schedule. In case of discrepancy, defer to PW section of the fee schedule (street tree planting fee).

City of Santa Clara
 User and Regulatory Fee Study
 Allocation of Annual Labor Effort - Housing and Community Services

Position [a]	FTE [a]	Total Hours Per FTE [b]	Less: Holiday & Leave [c]	Productive Hours Per FTE	Total Productive Hours	Indirect [d]	Direct [d]	Total	Total Indirect Hours	Total Direct Hours	Total Hours	Total Salary Top Step [e]	Annual Salary
Housing Division Manager	1.00	2,080	216	1,864	1,864	60%	40%	100%	1,118	746	1,864	\$109	\$225,826
Housing Development Officer	1.00	2,080	216	1,864	1,864	20%	80%	100%	373	1,491	1,864	\$85	\$177,341
Housing Inspector	1.00	2,080	216	1,864	1,864	20%	80%	100%	373	1,491	1,864	\$68	\$140,691
Management Analyst	2.00	2,080	216	1,864	3,728	20%	80%	100%	746	2,982	3,728	\$75	\$310,586
Office Specialist III	1.00	2,080	216	1,864	1,864	60%	40%	100%	1,118	746	1,864	\$49	\$102,274
Staff Aide I	1.00	2,080	216	1,864	1,864	20%	80%	100%	373	1,491	1,864	\$52	\$107,411
Staff Analyst I	1.00	2,080	216	1,864	1,864	20%	80%	100%	373	1,491	1,864	\$63	\$130,811
Staff Analyst II	1.00	2,080	216	1,864	1,864	20%	80%	100%	373	1,491	1,864	\$66	\$137,426
Total	9.00				16,776				4,846	11,930	16,776		\$1,332,365
Total									29%	71%	100%		

[a] Source: FY 23/24 & 24/25 Adopted budget.

[b] Based on 40 hour week * 52 weeks per year.

[c] Amount intended to serve as reasonable estimate. Amount will vary annually, and by employee. Amount assumes twelve days holiday, ten days vacation/personal leave, five days sick leave.

[d] Amounts intended to serve as reasonable estimates developed for purposes of this analysis. Amount will vary annually, and by employee. Amount based on position and consultant experience working with similar municipalities.

[e] Source: City of Santa Clara Salary Plans Effective 12/24/2023.

City of Santa Clara
 User and Regulatory Fee Study
 Hourly Rate Calculation - Housing and Community Services

FY 23/24 Forecast Expenses [a]		Program	5542	5543	5545	5546	5547	5548				
Fund #	Fund Desc	Account Desc	Comm Svcs	Comm Svcs	Comm Svc - Aff H'sng	Housing Auth	Comm Dev - Aff H'sng	Comm Dev - H'sng S'csr	Subtotal	Adjust	Total	Notes
All	All	87010 - Salary And Wages - Regular	\$173,794	\$117,066	\$245,757	\$91,802	\$267,294	\$175,815	\$1,071,528	\$0	\$1,071,528	
All	All	87011 - Salary Attrition and VTO	\$0	\$0	(\$7,373)	\$0	\$0	\$0	(\$7,373)	\$0	(\$7,373)	
All	All	87017 - Premium Pay	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	
All	All	87020 - Salary And Wages - As Needed	\$119,605	\$0	\$2,521	\$0	\$86,995	\$23,955	\$233,076	\$0	\$233,076	
All	All	87030 - S & W - O.T. Vacation Relief	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	
All	All	87110 - Contra 870x0-Reimbd Sal & Wage	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	
All	All	87410 - Contra 872xx-Reimbd Benefits	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	
All	All	1 Salary Accounts	\$293,399	\$117,066	\$240,905	\$91,802	\$354,289	\$199,770	\$1,297,231	\$0	\$1,297,231	
All	All	87212 - PERS - Misc	\$99,921	\$39,802	\$83,232	\$30,888	\$90,395	\$59,373	\$403,611	\$0	\$403,611	
All	All	87221 - Medicare	\$4,596	\$1,698	\$3,744	\$1,411	\$4,114	\$2,724	\$18,287	\$0	\$18,287	
All	All	87222 - Social Security	\$18,544	\$7,258	\$15,480	\$5,439	\$16,684	\$10,873	\$74,278	\$0	\$74,278	
All	All	87230 - Health Allocation	\$28,399	\$18,761	\$29,423	\$10,591	\$31,215	\$19,683	\$138,072	\$0	\$138,072	
All	All	87241 - Dental - City Paid	\$550	\$262	\$577	\$178	\$537	\$344	\$2,448	\$0	\$2,448	
All	All	87242 - Long Term Disability-City Paid	\$764	\$550	\$1,087	\$290	\$842	\$516	\$4,049	\$0	\$4,049	
All	All	87243 - Vision- City Paid	\$222	\$106	\$230	\$73	\$217	\$140	\$988	\$0	\$988	
All	All	87250 - Basic Life Insurance	\$202	\$34	\$92	\$53	\$163	\$112	\$656	\$0	\$656	
All	All	87271 - VEBA	\$1,200	\$570	\$1,260	\$390	\$1,170	\$750	\$5,340	\$0	\$5,340	
All	All	87272 - EAP	\$96	\$45	\$103	\$31	\$92	\$60	\$427	\$0	\$427	
All	All	87274 - Auto Allowance	\$3,720		\$480	\$840	\$2,640	\$1,920	\$9,600	\$0	\$9,600	
All	All	87275 - Mobile Phone Allowance	\$1,440	\$0	\$0	\$144	\$768	\$528	\$2,880	\$0	\$2,880	
All	All	87279 - Misc. Other Benefits	\$36	\$84	\$0	\$0	\$0	\$0	\$120	\$0	\$120	
All	All	87390 - OPEB	\$7,300	\$3,467	\$7,669	\$2,371	\$7,118	\$4,560	\$32,485	\$0	\$32,485	
All	All	2 Benefit Accounts	\$166,990	\$72,637	\$143,377	\$52,699	\$155,955	\$101,583	\$693,241	\$0	\$693,241	
All	All	87500 - Operating Supplies	\$0	\$0	\$10,441	\$600	\$2,500	\$2,500	\$16,041	\$0	\$16,041	
All	All	87825 - Conference, Travel and Training	\$0	\$0	\$21,061	\$0	\$0	\$0	\$21,061	\$0	\$21,061	
All	All	87865 - Subscription based IT arrangmnt	\$0	\$0	\$0	\$5,000	\$5,000	\$5,000	\$15,000	\$0	\$15,000	
All	All	87870 - Contractual Serv Not Class	\$0	\$0	\$157,514	\$53,500	\$697,118	\$522,700	\$1,430,832	(\$1,430,832)	\$0	
All	All	87900 - Rent Expense	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	
All	All	3 Mat/Serv/Sup	\$0	\$0	\$189,016	\$59,100	\$704,618	\$530,200	\$1,482,934	(\$1,430,832)	\$52,102	
All	All	87640 - Vehicle Equipment Maintenance	\$0	\$0	\$1,011	\$0	\$0	\$0	\$1,011	\$0	\$1,011	
All	All	87650 - Technical Services Maintenance	\$2,629	\$2,628	\$2,629	\$915	\$1,690	\$2,183	\$12,674	\$0	\$12,674	
All	All	87660 - Workers Comp Insurance	\$0	\$0	\$5,726	\$0	\$0	\$0	\$5,726	\$0	\$5,726	
All	All	87680 - Unemployment Insurance	\$0	\$0	\$0	\$0	\$0	\$182	\$182	\$0	\$182	
All	All	87740 - Vehicle Equipment Amortization	\$0	\$0	\$5,825	\$0	\$0	\$0	\$5,825	\$0	\$5,825	
All	All	87840 - Insurance And Surety Bonds	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	
All	All	87994 - Services from Other Funds - CAP	\$0	\$0	\$0	\$0	\$43,005	\$39,491	\$82,496	(\$82,496)	\$0	
All	All	5 Interfund Services	\$2,629	\$2,628	\$15,191	\$915	\$44,695	\$41,856	\$107,914	(\$82,496)	\$25,418	
Subtotal			\$463,018	\$192,331	\$588,489	\$204,516	\$1,259,557	\$873,409	\$3,581,320	(\$1,513,328)	\$2,067,992	

Adjustments for Fully-Burdened Hourly Rate Calculation

Allocation of Citywide Overhead

Description	Comm Svcs	Comm Svcs	Comm Svc - Aff H'sng	Housing Auth	Comm Dev - Aff H'sng	Comm Dev - H'sng S'csr	Subtotal	Adjust	Total	Notes
Allocation of Citywide Overhead - Services from Other Funds CAP Plan Amount	\$7,422	\$29,097	\$132,559	\$8,819	\$43,006	\$39,493	\$260,396	\$0	\$260,396	[b]
Adjustment for FY 2024/25	2%	2%	2%	2%	2%	2%	2%	2%	2%	[c]
Allocation of Citywide Overhead - Services from Other Funds CAP Plan Amount	\$7,570	\$29,679	\$135,210	\$8,996	\$43,867	\$40,282	\$265,604	\$0	\$265,604	

Total Divisional Costs

Total	\$470,588	\$222,010	\$723,699	\$213,512	\$1,303,424	\$913,691	\$3,846,924	(\$1,513,328)	\$2,333,596
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Calculation of Fully-Burdened Hourly Rate

Description	Total	Notes
Divisional Expenses	\$2,333,596	
Direct Hours	11,930	[d]
Total	\$196	

Full Cost Factors for Hourly Rate Buildup

Description	Total	Share	Per Hour
Personnel	\$1,990,472	85%	\$167
Equipment	\$0	0%	\$0
Materials / Supplies	\$77,520	3%	\$6
Other Costs	\$0	0%	\$0
Overhead	\$265,604	11%	\$22
Total	\$2,333,596	100%	\$196

Information Below is for Use if City Desires to Use Positional Hourly Billing Rates

Scenario 1: Uniform Assignment of Materials and Overhead Costs Per Hour

Calculate Benefit Ratio

Salary Accounts	\$1,297,231
Benefit Accounts	\$693,241
Total	0.53

Calculation of Direct Hours Ratio (Billing Factor)

Description	Base Hrs Per FTE	Adjust for Typical Leave	Productive Hours	Direct Hours %	Direct Hours Per FTE	Notes
Hours	2,080	(216)	1,864	71%	1,326	
Direct Hours Bill Factor (For Every \$ of Salary Add this amount to account for Direct Hrs v. Total Hrs.)					1.57	

Position	Top Step Hrly [e]	Benefits	Subtotal Labor Costs	Adjust for Direct Hours	Total Labor Rate	Add: M'tls / Supplies	Add: Overhead	Total Hourly Rate
Housing Division Manager	\$109	\$58	\$167	1.57	\$261	\$6	\$22	\$290
Housing Development Officer	\$85	\$46	\$131	1.57	\$205	\$6	\$22	\$234
Housing Inspector	\$68	\$36	\$104	1.57	\$163	\$6	\$22	\$192
Management Analyst	\$75	\$40	\$115	1.57	\$180	\$6	\$22	\$209
Office Specialist III	\$49	\$26	\$75	1.57	\$118	\$6	\$22	\$147
Staff Aide I	\$52	\$28	\$79	1.57	\$124	\$6	\$22	\$153
Staff Analyst I	\$63	\$34	\$96	1.57	\$151	\$6	\$22	\$180
Staff Analyst II	\$66	\$35	\$101	1.57	\$159	\$6	\$22	\$188

Scenario 2: Assignment of a Common Indirect Rate Factor that Can Be Applied to Base Hourly Wage Rate to Calculate Fully-Burdened Hourly Billing Rate by Position

Calculation of Fully-Burdened Hourly Rate Billing Factor (Apply Factor to Top Step Salary for Positional Rates)

Description	FTE	Hours Per FTE	Total Hours	Salaries and Wages	Hourly Wage Rate Only	Burdened Hourly Rate	ICR Multiplier	Notes
Total	9.00	2,080	18,720	\$1,332,365	\$71	\$196	2.75	

[a] Source: FY 23/24 & 24/25 Adopted budget.

[b] Source: Citywide Cost Allocation Plan.

[c] Aligns to City's typical budgeting practice of increasing cost allocation amounts by 2% for second year of adopted budget.

[d] See worksheet labeled: Allocation of Annual Labor Effort - Housing and Community Services.

[e] Source: Source: Source: City of Santa Clara Salary Plans Effective 12/24/2023.

City of Santa Clara
 User and Regulatory Fee Study
 Cost of Service Calculation - Housing and Community Services

#	Fee Description	Total Hours		Fully-Burdened Hourly Rate	=	Cost of Service	Current Fee	Current Cost Recovery	Proposed Fee	Proposed Cost Recovery	Fee Unit	Proposed Fee Change %	Proposed Fee Change \$	Note
1	Neighborhood Conservation Improvement Program (NCIP) Loan Application Fee	5.00	x	\$196	=	\$980	\$978	100%	\$978	100%		0%	\$0	
2	Residential Loan Refinance / Subordinations all programs	9.00	x	\$196	=	\$1,764	\$1,760	100%	\$1,760	100%		0%	\$0	
3	Multi-Family (MF) Loan Refinance / Subordination Fee	8.00	x	\$196	=	\$1,568	\$1,564	100%						
3	Multi-Family (MF) Loan Subordination Request Review Fee	21.00	x	\$196	=	\$4,116	\$4,108	100%	\$4,108	100%		0%	\$0	
4	Loan Demand Payoff Fee - NCIP	6.50	x	\$196	=	\$1,274	\$1,271	100%	\$1,271	100%		0%	\$0	
5	Loan Demand Payoff Fee - FTHB & BMP	6.50	x	\$196	=	\$1,274	\$1,271	100%	\$1,271	100%		0%	\$0	
6	Loan Demand Payoff Fee All Programs for walk-ins	5.00	x	\$196	=	\$980	\$978	100%	\$978	100%		0%	\$0	
7	Loan Demand Payoff Processing Fee - Multi-Family	4.00	x	\$196	=	\$784	\$782	100%	\$782	100%		0%	\$0	
8	Multi-Family Monitoring Fee	1.00	x	\$196	=	\$196	\$127	65%	\$127	65%	per unit	0%	\$0	
9	AHA Affordable Housing Agreements - For Sale	21.50	x	\$196	=	\$4,214	\$4,205	100%	\$4,205	100%	per agreement	0%	\$0	
10	Affordable Housing Application Fee				=	\$500	\$500	100%	\$500	100%	per application	0%	\$0	
11	AHA Affordable Housing Agreement -MF For Rental	30.00	x	\$196	=	\$5,880	\$5,868	100%	\$5,868	100%	per agreement	0%	\$0	
12	AHA Affordable Housing Agreement Amendments	11.00	x	\$196	=	\$2,156	\$2,151	100%	\$2,151	100%	per agreement	0%	\$0	
13	Multi-Family Transaction Application Review Fee	5.00	x	\$196	=	\$980	\$978	100%	\$978	100%		0%	\$0	
14	Multi-Family Loan Conversion Fee	40.00	x	\$196	=	\$7,840	\$7,824	100%	\$7,824	100%		0%	\$0	
15	Multi-Family Loan Origination Fee	300.00	x	\$196	=	\$58,800	\$58,686	100%	\$58,686	100%		0%	\$0	
16	Multi-Family Loan Recapitalization Fee	240.00	x	\$196	=	\$47,040	\$46,948	100%	\$46,948	100%		0%	\$0	
17	Multi-Family Project Restructuring Fee - Transfer of Ownership (New Parties)	80.00	x	\$196	=	\$15,680	\$15,649	100%	\$15,649	100%		0%	\$0	
18	Multi-Family Project Restructuring Fee - Transfer of Ownership (Related Parties)	60.00	x	\$196	=	\$11,760	\$11,737	100%	\$11,737	100%		0%	\$0	
19	Multi-Family Project Refinance Fee	120.00	x	\$196	=	\$23,520	\$23,474	100%	\$23,474	100%		0%	\$0	
20	Loan Demand Payoff Fee Recalculation	0.50	x	\$196	=	\$98	\$97	99%	\$97	99%		0%	\$0	
21	Affordable Housing Application Fee per BMP Applicant	2.50	x	\$196	=	\$490	\$50	10%	\$75	15%		new fee	new fee	
22	New Owner BMP Processing and Transaction Fees for BMP Program to be Paid by Developer (per unit)	80.00	x	\$196	=	\$15,680			2.5% of sales price			new fee	new fee	
23	Resale by BMP Owner for sale restricted property, BMP Processing and Transaction Fees for BMP Program to be Paid by Seller and Buyer 50/50 (per sale)	80.00	x	\$196	=	\$15,680			2.5% of sales price			new fee	new fee	

City of Santa Clara
 User and Regulatory Fee Study
 Cost of Service Calculation - Housing and Community Services

#	Fee Description	Total Hours	Fully-Burdened Hourly Rate	Cost of Service	Current Fee	Current Cost Recovery	Proposed Fee	Proposed Cost Recovery	Fee Unit	Proposed Fee Change %	Proposed Fee Change \$	Note
24	Development Impact Fees											
	a) Affordable Housing Fees - For Sale Residential											
	i) Single Family Home				\$43.18		\$46.24			7.1%	3.06	[a]
	ii) Townhome				\$35.98		\$38.53			7.1%	2.55	[a]
	iii) Condominium				\$28.79		\$30.83			7.1%	2.04	[a]
	b) Affordable Housing Fees - Rental Residential (Any Tenure Type)				\$28.79		\$30.83			7.1%	2.04	[a]
	c) Affordable Housing Fees - Non-Residential Projects											
	i) Retail < 5,000 sq ft				No Fee		No Fee		per square foot	0.0%	0.00	[a]
	ii) Retail ≥ 5,000 sq ft				\$7.20		\$7.71		per square foot	7.1%	0.51	[a]
	iii) Hotel				\$7.20		\$7.71		per square foot	7.1%	0.51	[a]
	iv) Office < 20,000 sq ft				\$14.39		\$15.41		per square foot	7.1%	1.02	[a]
	v) Office ≥ 20,000 sq ft				\$28.79		\$30.83		per square foot	7.1%	2.04	[a]
	vi) Other Commercial				\$7.20		\$7.71		per square foot	7.1%	0.51	[a]
	vii) Light Industrial < 20,000 sq ft				\$7.20		\$7.71		per square foot	7.1%	0.51	[a]
	viii) Light Industrial ≥ 20,000 sq ft				\$14.39		\$15.41		per square foot	7.1%	1.02	[a]
	ix) Low-Intensity Uses				\$2.88		\$3.08		per square foot	7.1%	0.20	[a]

[a] Fee adjusted by Feb-Feb change in regional BCI.



**City of
Santa Clara**
The Center of What's Possible

Electric (SVP) Fees

City of Santa Clara
 User and Regulatory Fee Study
 Cost Allocation - Electric (SVP) - Department Administration

FY 23/24 Forecast Expenses [a]		Program	1316			
Fund #	Fund Desc	Account Desc	Admin Svcs	Adjustment	Total	Notes
091	Electric Utility	87010 - Salary And Wages - Regular	\$3,177,210	\$0	\$3,177,210	
091	Electric Utility	87011 - Salary Attrition and VTO	\$100,000	\$0	\$100,000	
091	Electric Utility	87030 - S & W - O.T. Vacation Relief	\$16,000	\$0	\$16,000	
091	Electric Utility	87090 - Separation Payouts	<u>\$500,000</u>	<u>\$0</u>	<u>\$500,000</u>	
091	Electric Utility	1 Salary Accounts	\$3,793,210	\$0	\$3,793,210	
091	Electric Utility	87212 - PERS - Misc	\$1,033,854	\$0	\$1,033,854	
091	Electric Utility	87221 - Medicare	\$47,822	\$0	\$47,822	
091	Electric Utility	87222 - Social Security	\$136,955	\$0	\$136,955	
091	Electric Utility	87230 - Health Allocation	\$250,896	\$0	\$250,896	
091	Electric Utility	87241 - Dental - City Paid	\$4,400	\$0	\$4,400	
091	Electric Utility	87242 - Long Term Disability-City Paid	\$6,399	\$0	\$6,399	
091	Electric Utility	87243 - Vision- City Paid	\$1,776	\$0	\$1,776	
091	Electric Utility	87250 - Basic Life Insurance	\$1,500	\$0	\$1,500	
091	Electric Utility	87260 - Meal Allowance	\$200	\$0	\$200	
091	Electric Utility	87271 - VEBA	\$9,600	\$0	\$9,600	
091	Electric Utility	87272 - EAP	\$768	\$0	\$768	
091	Electric Utility	87274 - Auto Allowance	\$31,680	\$0	\$31,680	
091	Electric Utility	87275 - Mobile Phone Allowance	\$7,680	\$0	\$7,680	
091	Electric Utility	87279 - Misc. Other Benefits	\$116,119	\$0	\$116,119	
091	Electric Utility	87390 - OPEB	<u>\$58,400</u>	<u>\$0</u>	<u>\$58,400</u>	
091	Electric Utility	2 Benefit Accounts	\$1,708,049	\$0	\$1,708,049	
091	Electric Utility	87500 - Operating Supplies	\$103,000	(\$103,000)	\$0	
091	Electric Utility	87550 - Veh Operating Supplies & Mtce	\$1,000	(\$1,000)	\$0	
091	Electric Utility	87600 - Maintenance	\$56,700	(\$56,700)	\$0	
091	Electric Utility	87710 - Adver And Community Promotion	\$180,300	(\$180,300)	\$0	
091	Electric Utility	87720 - Misc Rec Pur Install & Service	\$5,200	(\$5,200)	\$0	
091	Electric Utility	87802 - Misc Fee-Pension Rate Stab Trust	\$23,100	(\$23,100)	\$0	
091	Electric Utility	87810 - Utilities Expenses	\$351,600	(\$351,600)	\$0	
091	Electric Utility	87825 - Conference, Travel and Training	\$70,000	(\$70,000)	\$0	
091	Electric Utility	87835 - Insurance Claims Interfund	\$67,651	(\$67,651)	\$0	
091	Electric Utility	87845 - Insurance Cost-MSS	\$2,019,000	(\$2,019,000)	\$0	
091	Electric Utility	87865 - Subscription based IT arrangmnt	\$46,200	(\$46,200)	\$0	
091	Electric Utility	87870 - Contractual Serv Not Class	\$874,800	(\$874,800)	\$0	
091	Electric Utility	87900 - Rent Expense	\$884,300	(\$884,300)	\$0	
091	Electric Utility	87930 - City Membership	\$300,400	(\$300,400)	\$0	
091	Electric Utility	87940 - Mandated Program Costs	<u>\$0</u>	<u>\$0</u>	<u>\$0</u>	
091	Electric Utility	3 Mat/Serv/Sup	\$4,983,251	(\$4,983,251)	\$0	
091	Electric Utility	87640 - Vehicle Equipment Maintenance	\$650,023	\$0	\$650,023	
091	Electric Utility	87650 - Technical Services Maintenance	\$1,503,870	\$0	\$1,503,870	
091	Electric Utility	87660 - Workers Comp Insurance	\$2,248	\$0	\$2,248	
091	Electric Utility	87740 - Vehicle Equipment Amortization	\$745,728	\$0	\$745,728	
091	Electric Utility	87750 - Communi Equipment Amortization	\$135,346	\$0	\$135,346	
091	Electric Utility	87840 - Insurance And Surety Bonds	\$55,432	\$0	\$55,432	
091	Electric Utility	87994 - Services from Other Funds-CAP	<u>\$8,770,238</u>	<u>\$0</u>	<u>\$8,770,238</u>	
091	Electric Utility	5 Interfund Services	\$11,862,885	\$0	\$11,862,885	
Subtotal			\$22,347,395	(\$4,983,251)	\$17,364,144	

City of Santa Clara
 User and Regulatory Fee Study
 Cost Allocation - Electric (SVP) - Department Administration

Allocation to Direct Service Divisions

Description	Subtotal	Adjustment	Total	Share	Notes
Administrative and Business Services	21.00	(21.00)	0.00	0%	
Resource Planning and Engagement	44.00	0.00	44.00	22%	
Customer Development and Project Management	41.00	0.00	41.00	20%	
Utility Operations	116.00	0.00	116.00	58%	
Total	222.00	(21.00)	201.00	100%	

Allocation to Direct Service Divisions

Description	Total	Notes
Administration	\$0	
Resource Planning and Engagement	\$3,801,106	
Customer Development and Project Management	\$3,541,940	
Utility Operations	\$10,021,098	
Total	\$17,364,144	

[a] Source: FY 23/24 & 24/25 Adopted budget.

City of Santa Clara
 User and Regulatory Fee Study
 Allocation of Annual Labor Effort - Electric (SVP)

Position [a]	FTE [a]	Total Hours Per FTE [b]	Less: Holiday & Leave [c]	Productive Hours Per FTE	Total Productive Hours	Indirect [d]	Direct [d]	Total	Total Indirect Hours	Total Direct Hours	Total Hours	Total Salary Top Step [e]	Annual Salary
Compliance Manager	1.00	2,080	216	1,864	1,864	15%	85%	100%	280	1,584	1,864	\$87	\$181,854
Database Administrator	1.00	2,080	216	1,864	1,864	15%	85%	100%	280	1,584	1,864	\$82	\$170,976
Electric Utility Helper/Driver	4.00	2,080	216	1,864	7,456	15%	85%	100%	1,118	6,338	7,456	\$71	\$592,051
Electric Utility Network Administrator	3.00	2,080	216	1,864	5,592	15%	85%	100%	839	4,753	5,592	\$82	\$512,928
Electric & Water System Operator	7.00	2,080	216	1,864	13,048	15%	85%	100%	1,957	11,091	13,048	\$108	\$1,565,200
Electric Crew Foreperson	4.00	2,080	216	1,864	7,456	15%	85%	100%	1,118	6,338	7,456	\$113	\$939,245
Electric Division Manager	6.00	2,080	216	1,864	11,184	15%	85%	100%	1,678	9,506	11,184	\$129	\$1,614,912
Electric Maintenance Worker	2.00	2,080	216	1,864	3,728	15%	85%	100%	559	3,169	3,728	\$75	\$310,253
Electric Meter Technician	3.00	2,080	216	1,864	5,592	15%	85%	100%	839	4,753	5,592	\$95	\$592,987
Electric Program Manager	7.00	2,080	216	1,864	13,048	15%	85%	100%	1,957	11,091	13,048	\$113	\$1,638,291
Electric Utility Equipment Operator	2.00	2,080	216	1,864	3,728	15%	85%	100%	559	3,169	3,728	\$75	\$310,253
Electric Utility Generator Tech	9.00	2,080	216	1,864	16,776	15%	85%	100%	2,516	14,260	16,776	\$102	\$1,916,366
Electric Utility Program Analyst	5.00	2,080	216	1,864	9,320	15%	85%	100%	1,398	7,922	9,320	\$69	\$719,888
Electrician	7.00	2,080	216	1,864	13,048	15%	85%	100%	1,957	11,091	13,048	\$95	\$1,383,637
Journey Lineworker	12.00	2,080	216	1,864	22,368	15%	85%	100%	3,355	19,013	22,368	\$102	\$2,555,155
Journey Lineworker Apprentice	3.00	2,080	216	1,864	5,592	15%	85%	100%	839	4,753	5,592	\$82	\$512,054
Management Analyst	1.00	2,080	216	1,864	1,864	15%	85%	100%	280	1,584	1,864	\$75	\$155,293
Meter Data Analyst	2.00	2,080	216	1,864	3,728	15%	85%	100%	559	3,169	3,728	\$56	\$231,379
Office Specialist II	1.00	2,080	216	1,864	1,864	15%	85%	100%	280	1,584	1,864	\$45	\$92,934
Power Trader	1.00	2,080	216	1,864	1,864	15%	85%	100%	280	1,584	1,864	\$123	\$256,568
Principal Utility Info System Manager	1.00	2,080	216	1,864	1,864	15%	85%	100%	280	1,584	1,864	\$123	\$256,568
Senior Electric Division Manager	1.00	2,080	216	1,864	1,864	15%	85%	100%	280	1,584	1,864	\$142	\$296,067
Senior Electric Utility Generation Tech	5.00	2,080	216	1,864	9,320	15%	85%	100%	1,398	7,922	9,320	\$110	\$1,145,352
Senior Electrician Technician	2.00	2,080	216	1,864	3,728	15%	85%	100%	559	3,169	3,728	\$110	\$458,141
Senior Materials Handler	1.00	2,080	216	1,864	1,864	15%	85%	100%	280	1,584	1,864	\$50	\$104,832
Senior Elec & Water System Operator	2.00	2,080	216	1,864	3,728	15%	85%	100%	559	3,169	3,728	\$116	\$481,062
Senior Energy Systems Analyst	3.00	2,080	216	1,864	5,592	15%	85%	100%	839	4,753	5,592	\$82	\$512,928
Senior Elec Meter Technician	1.00	2,080	216	1,864	1,864	15%	85%	100%	280	1,584	1,864	\$110	\$229,070
Senior Electric Utility Engineer - Generati	1.00	2,080	216	1,864	1,864	15%	85%	100%	280	1,584	1,864	\$117	\$243,838
Senior Instrument & Control Tech	2.00	2,080	216	1,864	3,728	15%	85%	100%	559	3,169	3,728	\$110	\$458,141
Service Coordinator - Inspector	4.00	2,080	216	1,864	7,456	15%	85%	100%	1,118	6,338	7,456	\$108	\$894,400
Staff Aide II	3.00	2,080	216	1,864	5,592	15%	85%	100%	839	4,753	5,592	\$54	\$338,520
Troubleshooter	2.00	2,080	216	1,864	3,728	15%	85%	100%	559	3,169	3,728	\$110	\$458,141
Underground Crew Leader	1.00	2,080	216	1,864	1,864	15%	85%	100%	280	1,584	1,864	\$105	\$218,046
Utility Electrician Technician	6.00	2,080	216	1,864	11,184	15%	85%	100%	1,678	9,506	11,184	\$102	\$1,277,578
Total	116.00				216,224				32,434	183,790	216,224		\$23,624,910
Total									15%	85%	100%		

User and Regulatory Fee Study

Allocation of Annual Labor Effort - Electric (SVP)

[a] Source: FY 23/24 & 24/25 Adopted budget.

[b] Based on 40 hour week * 52 weeks per year.

[c] Amount intended to serve as reasonable estimate. Amount will vary annually, and by employee. Amount assumes twelve days holiday, ten days vacation/personal leave, five days sick leave.

[d] Amounts intended to serve as reasonable estimates developed for purposes of this analysis. Amount will vary annually, and by employee. Amount based on position and consultant experience working with similar municipalities.

[e] Source: City of Santa Clara Salary Plans Effective 12/24/2023.

City of Santa Clara
 User and Regulatory Fee Study
 Hourly Rate Calculation - Electric (SVP)

FY 23/24 Forecast Expenses [a]		Program	1324	1351	1362	1371	1372	1376	1377				
Fund #	Fund Desc	Account Desc	Electric Compliance	Systems Support	Pwr System Controls	Comm & Meter Tech	Substation Maint	Transm'n & Distrib	Generation Maint	Subtotal	Adjustment	Total	Notes
091	Electric Utility	87010 - Salary And Wages - Regular	\$1,236,934	\$2,318,494	\$2,937,823	\$946,099	\$4,056,284	\$5,822,581	\$4,352,371	\$21,670,586	\$0	\$21,670,586	
091	Electric Utility	87020 - Salary And Wages - As Needed	\$100,000	\$35,000	\$185,000	\$20,000	\$400,000	\$85,000	\$90,000	\$915,000	\$0	\$915,000	
091	Electric Utility	87030 - S & W - O.T. Vacation Relief	\$5,000	\$185,000	\$950,000	\$175,000	\$1,300,000	\$2,500,000	\$1,850,000	\$6,965,000	\$0	\$6,965,000	
091	Electric Utility	87090 - Separation Payouts	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	
091	Electric Utility	1 Salary Accounts	\$1,341,934	\$2,538,494	\$4,072,823	\$1,141,099	\$5,756,284	\$8,407,581	\$6,292,371	\$29,550,586	\$0	\$29,550,586	
091	Electric Utility	87212 - PERS - Misc	\$420,559	\$780,645	\$964,022	\$313,995	\$1,358,182	\$1,922,309	\$1,434,894	\$7,194,606	\$0	\$7,194,606	
091	Electric Utility	87221 - Medicare	\$18,759	\$37,265	\$57,177	\$16,496	\$78,727	\$112,817	\$179,398	\$500,639	\$0	\$500,639	
091	Electric Utility	87222 - Social Security	\$68,973	\$141,820	\$195,117	\$64,559	\$291,079	\$420,170	\$239,025	\$1,420,743	\$0	\$1,420,743	
091	Electric Utility	87230 - Health Allocation	\$125,448	\$253,393	\$217,844	\$116,165	\$404,145	\$696,794	\$405,798	\$2,219,587	\$0	\$2,219,587	
091	Electric Utility	87241 - Dental - City Paid	\$2,200	\$3,850	\$8,840	\$3,646	\$15,393	\$22,996	\$14,034	\$70,959	\$0	\$70,959	
091	Electric Utility	87242 - Long Term Disability-City Paid	\$3,420	\$7,351	\$1,954	\$1,110	\$858	\$745	\$2,181	\$17,619	\$0	\$17,619	
091	Electric Utility	87243 - Vision- City Paid	\$888	\$1,554	\$1,554	\$666	\$2,386	\$3,441	\$2,442	\$12,931	\$0	\$12,931	
091	Electric Utility	87250 - Basic Life Insurance	\$708	\$840	\$912	\$312	\$1,401	\$1,980	\$1,512	\$7,665	\$0	\$7,665	
091	Electric Utility	87260 - Meal Allowance		\$1,900	\$9,500	\$5,300	\$39,000	\$60,000	\$18,500	\$134,200	\$0	\$134,200	
091	Electric Utility	87271 - VEBA	\$4,800	\$8,400	\$8,400	\$3,600	\$12,900	\$18,600	\$13,200	\$69,900	\$0	\$69,900	
091	Electric Utility	87272 - EAP	\$384	\$672	\$672	\$288	\$1,033	\$1,488	\$1,056	\$5,593	\$0	\$5,593	
091	Electric Utility	87274 - Auto Allowance	\$12,000	\$9,600	\$4,800		\$4,800	\$4,800	\$7,200	\$43,200	\$0	\$43,200	
091	Electric Utility	87275 - Mobile Phone Allowance	\$3,840	\$3,840	\$1,920		\$960	\$1,920	\$2,880	\$15,360	\$0	\$15,360	
091	Electric Utility	87279 - Misc. Other Benefits		\$474	\$2,800	\$1,120	\$5,724	\$36,869	\$4,680	\$51,667	\$0	\$51,667	
091	Electric Utility	87280 - City Paid Deferred Comp Exp							\$1,980	\$1,980	\$0	\$1,980	
091	Electric Utility	87390 - OPEB	\$29,200	\$51,100	\$51,100	\$21,900	\$78,475	\$113,150	\$80,300	\$425,225	\$0	\$425,225	
091	Electric Utility	2 Benefit Accounts	\$691,179	\$1,302,704	\$1,526,612	\$549,157	\$2,295,063	\$3,418,079	\$2,409,080	\$12,191,874	\$0	\$12,191,874	
091	Electric Utility	87500 - Operating Supplies	\$297,000	\$206,900	\$7,000	\$7,200	\$96,500	\$183,400	\$75,000	\$873,000	\$0	\$873,000	
091	Electric Utility	87550 - Veh Operating Supplies & Mtce							\$1,200	\$1,200	\$0	\$1,200	
091	Electric Utility	87600 - Maintenance	\$25,000	\$137,500	\$30,000	\$189,000	\$3,731,384	\$1,060,000	\$4,793,800	\$9,966,684	(\$9,966,684)	\$0	
091	Electric Utility	87710 - Adver And Community Promotion							\$50,000	\$50,000	(\$50,000)	\$0	
091	Electric Utility	87720 - Misc Rec Pur Install & Service					\$15,500	\$65,800		\$81,300	(\$81,300)	\$0	
091	Electric Utility	87800 - Miscellaneous Serv & Supplies	\$7,300	\$247,000	\$462,300			\$8,000	\$227,400	\$952,000	(\$952,000)	\$0	
091	Electric Utility	87810 - Utilities Expenses		\$99,600	\$3,600			\$11,800	\$110,000	\$225,000	(\$225,000)	\$0	
091	Electric Utility	87825 - Conference, Travel and Training	\$86,700	\$55,800	\$39,000	\$15,800	\$86,000	\$95,200	\$69,300	\$447,800	\$0	\$447,800	
091	Electric Utility	87865 - Subscription based IT arrangmnt		\$731,700	\$346,900		\$19,000			\$1,097,600	(\$1,097,600)	\$0	
091	Electric Utility	87870 - Contractual Serv Not Class	\$930,300	\$1,486,800	\$6,200		\$202,000	\$4,848,100	\$1,644,900	\$9,118,300	(\$9,118,300)	\$0	
091	Electric Utility	87940 - Mandated Program Costs	\$10,500					\$10,600	\$823,300	\$844,400	(\$844,400)	\$0	
091	Electric Utility	3 Mat/Serv/Sup	\$1,356,800	\$2,965,300	\$895,000	\$212,000	\$4,150,384	\$6,282,900	\$7,794,900	\$23,657,284	(\$22,335,284)	\$1,322,000	
091	Electric Utility	87960 - Generation & Pumping Expense	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	
091	Electric Utility	4 Resource/Product	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	
091	Electric Utility	87640 - Vehicle Equipment Maintenance	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	
091	Electric Utility	87650 - Technical Services Maintenance	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	
091	Electric Utility	87660 - Workers Comp Insurance	\$875	\$1,637	\$2,074	\$665	\$2,856	\$4,054	\$3,068	\$15,229	\$0	\$15,229	
091	Electric Utility	87680 - Unemployment Insurance	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	
091	Electric Utility	87740 - Vehicle Equipment Amortization	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	
091	Electric Utility	87750 - Communi Equipment Amortization	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	
091	Electric Utility	87840 - Insurance And Surety Bonds	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	
091	Electric Utility	87994 - Services from Other Funds-CAP	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	
091	Electric Utility	5 Interfund Services	\$875	\$1,637	\$2,074	\$665	\$2,856	\$4,054	\$3,068	\$15,229	\$0	\$15,229	
Subtotal			\$3,390,788	\$6,808,135	\$6,496,509	\$1,902,921	\$12,204,587	\$18,112,614	\$16,499,419	\$65,414,973	(\$22,335,284)	\$43,079,689	

City of Santa Clara
 User and Regulatory Fee Study
 Hourly Rate Calculation - Electric (SVP)
Allocation of Department Administration

Description	Utility Operations	Notes
Allocation of Department Administration	\$10,021,098	[b]

Total Divisional Costs

Description	Utility Operations	Notes
Total	\$53,100,787	

Calculation of Uniform Fully-Burdened Hourly Rate

Description	Total	Notes
Divisional Expenses	\$53,100,787	
Direct Hours	183,790	[b]
Total	\$289	

Full Cost Factors for Hourly Rate Buildup

Description	Total	Share	Per Hour
Personnel	\$41,742,460	79%	\$227
Equipment	\$0	0%	\$0
Materials / Supplies	\$1,337,229	3%	\$7
Other Costs	\$0	0%	\$0
Overhead	\$10,021,098	19%	\$55
Total	\$53,100,787	100%	\$289

Information Below is for Use if City Desires to Use Positional Hourly Billing Rates

Scenario 1: Uniform Assignment of Materials and Overhead Costs Per Hour

Calculate Benefit Ratio

Salary Accounts	\$29,550,586
Benefit Accounts	\$12,191,874
Total	0.41

Calculation of Direct Hours Ratio (Billing Factor)

Description	Base Hrs Per FTE	Adjust for Typical Leave	Productive Hours	Direct Hours %	Direct Hours Per FTE	Notes
Hours	2,080	(216)	1,864	85%	1,584	
Direct Hours Bill Factor (For Every \$ of Salary Add this amount to account for Direct Hrs v. Total Hrs.)					1.31	

Position	Top Step Hrly [c]	Benefits	Subtotal Labor Costs	Adjust for Direct Hours	Total Labor Rate	Add: M'tls / Supplies	Add: Overhead	Total Hourly Rate
Elec Utility Engineer	\$106	\$44	\$150	1.31	\$197	\$7	\$55	\$259
Electric Crew Foreperson	\$113	\$47	\$159	1.31	\$209	\$7	\$55	\$271
Electric Meter Technician	\$95	\$39	\$134	1.31	\$176	\$7	\$55	\$238
Journey Lineworker	\$102	\$42	\$145	1.31	\$190	\$7	\$55	\$252
Office Specialist II	\$45	\$18	\$63	1.31	\$83	\$7	\$55	\$145
Sr Electrical Estimator	\$93	\$38	\$131	1.31	\$172	\$7	\$55	\$234
Senior Engineer	\$117	\$48	\$166	1.31	\$217	\$7	\$55	\$279
Troubleshooter	\$110	\$45	\$156	1.31	\$204	\$7	\$55	\$266
Helper	\$71	\$29	\$101	1.31	\$132	\$7	\$55	\$194
Utility Locator	\$75	\$31	\$105	1.31	\$138	\$7	\$55	\$200

Scenario 2: Assignment of a Common Indirect Rate Factor that Can Be Applied to Base Hourly Wage Rate to Calculate Fully-Burdened Hourly Billing Rate by Position

Calculation of Fully-Burdened Hourly Rate Billing Factor (Apply Factor to Top Step Salary for Positional Rates)

Description	FTE	Hours Per FTE	Total Hours	Salaries and Wages	Hourly Wage Rate Only	Burdened Hourly Rate	ICR Multiplier	Notes
Total	116.00	2,080	241,280	\$23,624,910	\$98	\$289	2.95	

[a] Source: FY 23/24 & 24/25 Adopted budget.

[b] To account for department admin support provided but not directly budgeted to direct service units. See Electric Department - Department Administration cost allocation worksheet.

[c] See worksheet labeled: Allocation of Annual Labor Effort - Electric.

[d] Source: City of Santa Clara Salary Plans Effective 12/24/2023.

City of Santa Clara
 Cost of Service Study for Analyzing User and Regulatory Fees
 Calculation of the Estimated Costs of Providing Fee Related Services - Electric Fees

Fee Description	Sr. Elec Eng'r	Asst Elec Utility Eng'r	Elec Crew Forep'rsn	Electric Meter Tech	Journey Linew'kr	Office Spec II	Sr Elec. Estim'tr	Trouble shooter	Helper	Utility Locator	Total
1 Overhead Lines - New Single Family/Residential											
2 Overhead Lines - New Multiple Units											
3 Overhead Lines - New Street Lighting											
4 Underground - New Single Family/Residential											
5 Underground - New Multiple Units/Residential											
6 Underground - New Street Lighting											
7 Underground - Existing Single Family											
8 Underground - Existing Multi-Units											
9 Underground - Existing Street Lighting											
10 Load Development Up to 4,500-KVA											
11 Load Development Over 4,500-KVA											
10 Load Development Commercial Facilities < 12kV											
11 Load Development Commercial Facilities 12kV											
12 Load Development Commercial Facilities Dedicated 12 kV											
13 Load Development Commercial Facilities Dedicated 60 kV											
14 Temporary Connection to Pole								3.00			3.00
15 Temporary Power											
16 Underground Street Light Relocation											
17 Service Wire Relocation from Mid-Span			4.00		8.00	0.75	3.50				16.25
18 Service Wire Relocation from Pole						0.50	0.75	3.00	1.00		5.25
19 Meter Test Deposit				1.00							1.00
20 Service Wire Relocation Additional Linework											
21 Electric System Damage											
22 Service Reconnection (Residential)								0.75			0.75
23 Service Disconnection (Residential)								0.75			0.75
24 Electric Reconnection Fee (Non-Residential)								0.50			0.50
25 Electric Disconnection Fee (Non-Residential)								0.50			0.50
26 Service Fee Customer-Owned Equipment Problem								1.00			1.00

City of Santa Clara
 Cost of Service Study for Analyzing User and Regulatory Fees
 Calculation of the Estimated Costs of Providing Fee Related Services - Electr

		Estimated Cost of Labor									Mat'l Cost	Estimated Cost of Service	
		\$279	\$259	\$271	\$238	\$252	\$145	\$234	\$266	\$194			\$200
Fee Description		Sr. Elec Eng'r	Asst Elec Utility Eng'r	Elec Crew Foreprsn	Electric Meter Tech	Journey Linew'kr	Office Spec II	Sr Elec. Estim'tr	Trouble shooter	Helper	Utility Locator		
1	Overhead Lines - New Single Family/Residential												
2	Overhead Lines - New Multiple Units												
3	Overhead Lines - New Street Lighting												
4	Underground - New Single Family/Residential												
5	Underground - New Multiple Units/Residential												
6	Underground - New Street Lighting												
7	Underground - Existing Single Family												
8	Underground - Existing Multi-Units												
9	Underground - Existing Street Lighting												
10	Load Development Commercial Facilities < 12kV												
11	Load Development Commercial Facilities 12kV												
12	Load Development Commercial Facilities Dedicated 12 kV												
13	Load Development Commercial Facilities Dedicated 60 kV												
14	Temporary Connection to Pole	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$798	\$0	\$0		\$798
15	Temporary Power												
16	Underground Street Light Relocation												
17	Service Wire Relocation from Mid-Span	\$0	\$0	\$1,084	\$0	\$2,016	\$109	\$819	\$0	\$0	\$0	\$160	\$4,188
18	Service Wire Relocation from Pole	\$0	\$0	\$0	\$0	\$0	\$73	\$176	\$798	\$194	\$0	\$102	\$1,342
19	Meter Test Deposit	\$0	\$0	\$0	\$238	\$0	\$0	\$0	\$0	\$0	\$0		\$238
20	Service Wire Relocation Additional Linework												
21	Electric System Damage												
22	Service Reconnection (Residential)	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$200	\$0	\$0		\$200
23	Service Disconnection (Residential)	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$200	\$0	\$0		\$200
24	Electric Reconnection Fee (Non-Residential)	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$133	\$0	\$0		\$133
25	Electric Disconnection Fee (Non-Residential)	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$133	\$0	\$0		\$133
26	Service Fee Customer-Owned Equipment Problem	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$266	\$0	\$0		\$266

City of Santa Clara
 Cost of Service Study for Analyzing User and Regulatory Fees
 Calculation of the Estimated Costs of Providing Fee Related Services - Electr

Cost Recovery Information						
Fee Description	Current Fee	Current Cost Recovery	Proposed Fee	Proposed Cost Recovery	Unit	Notes
1 Overhead Lines - New Single Family/Residential	\$1,292.57		\$1,340.01		per lot	[a]
2 Overhead Lines - New Multiple Units	\$794.91		\$824.08		per unit	[a]
3 Overhead Lines - New Street Lighting	\$8.01		\$8.30		per front foot	[a]
4 Underground - New Single Family/Residential	\$2,548.59		\$2,642.13		per lot	[a]
5 Underground - New Multiple Units/Residential	\$2,166.31		\$2,245.81		per unit	[a]
6 Underground - New Street Lighting	\$19.68		\$20.40		per front foot	[a]
7 Underground - Existing Single Family	\$3,743.69		\$3,881.08		per lot	[a]
8 Underground - Existing Multi-Units	\$2,001.06		\$2,074.50		per unit	[a]
9 Underground - Existing Street Lighting	\$29.24		\$30.31		per front foot	[a]
10 Load Development Up to 4,500-KVA	\$516.58					[a]
11 Load Development Over 4,500-KVA	\$1,033.16					[a]
10 Load Development Commercial Facilities < 12kV	\$365.45		\$609.07			[a],[b]
11 Load Development Commercial Facilities 12kV	\$305.37		\$508.94			[a],[b]
12 Load Development Commercial Facilities Dedicated 12 kV	\$559.44		\$631.09			[a]
13 Load Development Commercial Facilities Dedicated 60 kV	\$516.58		\$588.23			[a]
14 Temporary Connection to Pole	\$728	91%	\$798	100%		
15 Temporary Power	actual cost	100%	actual cost	100%		
16 Underground Street Light Relocation	actual cost	100%	actual cost	100%		
17 Service Wire Relocation from Mid-Span	\$2,796	67%	\$4,187	100%		
18 Service Wire Relocation from Pole	\$882	66%	\$1,342	100%		
19 Meter Test Deposit	\$218	92%	\$238	100%		
20 Service Wire Relocation Additional Linework	actual cost	100%	actual cost	100%		
21 Electric System Damage	actual cost	100%	actual cost	100%		
22 Service Reconnection (Residential)	\$182	91%	\$199	100%		
23 Service Disconnection (Residential)	\$182	91%	\$199	100%		
24 Electric Reconnection Fee (Non-Residential)	\$108	81%	\$133	100%	per account	
25 Electric Disconnection Fee (Non-Residential)	\$108	81%	\$133	100%	per account	
26 Service Fee Customer-Owned Equipment Problem	\$242	91%	\$266	100%	per hour	

City of Santa Clara
 Cost of Service Study for Analyzing User and Regulatory Fees
 Calculation of the Estimated Costs of Providing Fee Related Services - Electric Fees

Fee Description	Sr. Elec Eng'r	Asst Elec Utility Eng'r	Elec Crew Forep'rsn	Electric Meter Tech	Journey Linew'kr	Office Spec II	Sr Elec. Estim'tr	Trouble shooter	Helper	Utility Locator	Total
27 Electric replacement/reconnection fee due to meter tampering/illegal access								1.00			1.00
28 Service Removal											
29 Engineering Plan Check - Electric		1.75									1.75
30 Engineering Plan Check - Electric - 4th and subsequent review		0.25									0.25
31 Project Clearance committee/Sub committee review	3.00										3.00
32 Time of Use Meter Installation - Residential				1.00							1.00
33 Time of Use Meter Installation - Non-Residential				1.00							1.00
34 Field Marking-Fiber Up to 50 ft of excavation										0.75	0.75
35 Field Marking-Fiber Over 50 ft of excavation										0.50	0.50
36 Electric equipment relocation											
37 EV charging retrofit Existing building											
38 SVP system impact study - Transmission system											
39 CAISO System Impact Study											
40 SVP system impact study - Distribution 12kV system											
41 SVP generation interconnection study											
42 Distribution Pole Contact-Application fee											
43 Distribution Pole Contact-cable attachment											
44 Distribution Pole Contact-equipment attachment											
45 Distribution Pole Contact-riser attachment											
46 Distribution Pole Contact-anchor attachment											
47 Distribution Pole Contact-small cell											

[a] Fee calculated as part of separate study.

[b] Amount currently collected via agreement. Moving to Master Fee Schedule for documentation purposes.

[c] Use 2.5% annual escalator.

City of Santa Clara
 Cost of Service Study for Analyzing User and Regulatory Fees
 Calculation of the Estimated Costs of Providing Fee Related Services - Electr

		Estimated Cost of Labor									Mat'l Cost	Estimated Cost of Service
		\$279	\$259	\$271	\$238	\$252	\$145	\$234	\$266	\$194		
Fee Description		Sr. Elec Eng'r	Asst Elec Utility Eng'r	Elec Crew Forep'rsn	Electric Meter Tech	Journey Linew'kr	Office Spec II	Sr Elec. Estim'tr	Trouble shooter	Helper	Utility Locator	
27	Electric replacement/reconnection fee due to meter tampering/illegal access	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$266	\$0	\$0	\$266
28	Service Removal	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	
29	Engineering Plan Check - Electric	\$0	\$453	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$453
30	Engineering Plan Check - Electric - 4th and subsequent review	\$0	\$65	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$65
31	Project Clearance committee/Sub committee review	\$837	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$837
32	Time of Use Meter Installation - Residential	\$0	\$0	\$0	\$238	\$0	\$0	\$0	\$0	\$0	\$0	\$206 \$444
33	Time of Use Meter Installation - Non-Residential	\$0	\$0	\$0	\$238	\$0	\$0	\$0	\$0	\$0	\$0	\$413 \$651
34	Field Marking-Fiber Up to 50 ft of excavation	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$150	\$150
35	Field Marking-Fiber Over 50 ft of excavation	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$100	\$100
36	Electric equipment relocation											
37	EV charging retrofit Existing building											
38	SVP system impact study - Transmission system											\$81,420
39	CAISO System Impact Study											\$134,832
40	SVP system impact study - Distribution 12kV system											\$16,284
41	SVP generation interconnection study											\$16,284
42	Distribution Pole Contact-Application fee											
43	Distribution Pole Contact-cable attachment											
44	Distribution Pole Contact-equipment attachment											
45	Distribution Pole Contact-riser attachment											
46	Distribution Pole Contact-anchor attachment											
47	Distribution Pole Contact-small cell											

[a] Fee calculated as part of separate study.
 [b] Amount currently collected via agreement. Moving to Master Fee Sche
 [c] Use 2.5% annual escalator.

City of Santa Clara
 Cost of Service Study for Analyzing User and Regulatory Fees
 Calculation of the Estimated Costs of Providing Fee Related Services - Electr

Cost Recovery Information						
Fee Description	Current Fee	Current Cost Recovery	Proposed Fee	Proposed Cost Recovery	Unit	Notes
27 Electric replacement/reconnection fee due to meter tampering/illegal access	\$242	91%	\$266	100%	per account	
28 Service Removal	actual cost	100%	actual cost	100%		
29 Engineering Plan Check - Electric	\$378	83%	\$453	100%	per sheet	
30 Engineering Plan Check - Electric - 4th and subsequent review	\$54	83%	\$64	99%	per sheet	
31 Project Clearance committee/Sub committee review	\$837	100%	\$837	100%		
32 Time of Use Meter Installation - Residential	\$417	94%	\$444	100%	per meter	
33 Time of Use Meter Installation - Non-Residential	\$616	95%	\$650	100%	per meter	
34 Field Marking-Fiber Up to 50 ft of excavation	\$138	92%	\$150	100%		
35 Field Marking-Fiber Over 50 ft of excavation	\$92	92%	\$100	100%	per each add'l 50ft	
36 Electric equipment relocation	actual cost	100%	actual cost	100%		
37 EV charging retrofit Existing building	actual cost	100%	actual cost	100%		
38 SVP system impact study - Transmission system	\$78,450	96%	\$81,400	100%		[b]
39 CAISO System Impact Study	\$129,920	96%	\$134,800	100%		[b]
40 SVP system impact study - Distribution 12kV system	\$15,690	96%	\$16,200	99%		[b]
41 SVP generation interconnection study	\$15,690	96%	\$16,200	99%		[b]
42 Distribution Pole Contact-Application fee	\$241.80		\$247.84			[c]
43 Distribution Pole Contact-cable attachment	\$18.05		\$18.50			[c]
44 Distribution Pole Contact-equipment attachment	\$51.23		\$52.51			[c]
45 Distribution Pole Contact-riser attachment	\$37.93		\$38.88			[c]
46 Distribution Pole Contact-anchor attachment	\$3.52		\$3.61			[c]
47 Distribution Pole Contact-small cell	\$91.78		\$94.08			[c]

[a] Fee calculated as part of separate study.

[b] Amount currently collected via agreement. Moving to Master Fee Sched

[c] Use 2.5% annual escalator.



Finance - Municipal Services Division Fees

City of Santa Clara
 User and Regulatory Fee Study
 Allocation of Annual Labor Effort - Finance - Municipal Services

Position [a]	FTE [a]	Total Hours Per FTE [b]	Less: Holiday & Leave [c]	Productive Hours Per FTE	Total Productive Hours	Indirect [d]	Direct [d]	Total	Total Indirect Hours	Total Direct Hours	Total Hours	Total Salary Top Step [e]	Annual Salary
Business Analyst	1.00	2,080	216	1,864	1,864	20%	80%	100%	373	1,491	1,864	\$68	\$140,691
Customer Service Representative	14.00	2,080	216	1,864	26,096	20%	80%	100%	5,219	20,877	26,096	\$46	\$1,334,861
Customer Service Supervisor	2.00	2,080	216	1,864	3,728	40%	60%	100%	1,491	2,237	3,728	\$57	\$237,078
Meter Reader	3.00	2,080	216	1,864	5,592	20%	80%	100%	1,118	4,474	5,592	\$48	\$300,082
Municipal Services Division Manager	1.00	2,080	216	1,864	1,864	60%	40%	100%	1,118	746	1,864	\$107	\$222,706
Office Specialist III	1.00	2,080	216	1,864	1,864	100%	0%	100%	1,864	-	1,864	\$49	\$102,274
Senior Customer Service Representative	5.00	2,080	216	1,864	9,320	20%	80%	100%	1,864	7,456	9,320	\$49	\$511,368
Senior Management Analyst	1.00	2,080	216	1,864	1,864	100%	0%	100%	1,864	-	1,864	\$82	\$170,830
Utility Field Services Worker	2.00	2,080	216	1,864	3,728	20%	80%	100%	746	2,982	3,728	\$50	\$209,664
Utility Field Services Supervisor	1.00	2,080	216	1,864	1,864	40%	60%	100%	746	1,118	1,864	\$57	\$118,539
Utility Services Technician	2.00	2,080	216	1,864	3,728	20%	80%	100%	746	2,982	3,728	\$57	\$237,078
Total	33.00				61,512				17,149	44,363	61,512		\$3,585,171
Total									28%	72%	100%		

[a] Source: FY 23/24 & 24/25 Adopted budget.

[b] Based on 40 hour week * 52 weeks per year.

[c] Amount intended to serve as reasonable estimate. Amount will vary annually, and by employee. Amount assumes twelve days holiday, ten days vacation/personal leave, five days sick leave.

[d] Amounts intended to serve as reasonable estimates developed for purposes of this analysis. Amount will vary annually, and by employee. Amount based on position and consultant experience working with similar municipalities.

[e] Source: City of Santa Clara Salary Plans Effective 12/24/2023.

City of Santa Clara
 User and Regulatory Fee Study
 Hourly Rate Calculation - Finance - Municipal Services

FY 23/24 Forecast Expenses [a]		Program	3332	3333	3334	3335	3336	3337				
Fund #	Fund Desc	Account Desc	Utility Bill Svcs	Revenue Cashiering	Business Certificate	Field Svcs	Admin	Contact Ctr	Subtotal	Adjust	Total	Notes
001	General Fund	87010 - Salary And Wages - Regular	\$1,548,540	\$365,307	\$148,931	\$606,702	\$215,569	\$454,208	\$3,339,257	\$0	\$3,339,257	
001	General Fund	87011 - Salary Attrition and VTO	(\$46,456)	(\$10,959)	(\$4,468)	(\$18,200)	(\$6,467)	(\$13,626)	(\$100,176)	\$0	(\$100,176)	
001	General Fund	87017 - Premium Pay	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	
001	General Fund	87020 - Salary And Wages - As Needed	\$77,007	\$0	\$0	\$0	\$0	\$0	\$77,007	\$0	\$77,007	
001	General Fund	87030 - S & W - O.T. Vacation Relief	\$555	\$555	\$555	\$2,773		\$555	\$4,993	\$0	\$4,993	
001	General Fund	87110 - Contra 870x0-Reimbd Sal & Wage	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	
001	General Fund	1 Salary Accounts	\$1,579,646	\$354,903	\$145,018	\$591,275	\$209,102	\$441,137	\$3,321,081	\$0	\$3,321,081	
001	General Fund	87212 - PERS - Misc	\$526,502	\$124,204	\$50,636	\$206,263	\$73,289	\$154,432	\$1,135,326	\$0	\$1,135,326	
001	General Fund	87221 - Medicare	\$23,053	\$5,451	\$2,231	\$9,358	\$3,366	\$6,902	\$50,361	\$0	\$50,361	
001	General Fund	87222 - Social Security	\$98,115	\$22,855	\$9,087	\$39,567	\$12,100	\$29,062	\$210,786	\$0	\$210,786	
001	General Fund	87223 - Social Security - OT	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	
001	General Fund	87224 - Medicare OT	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	
001	General Fund	87230 - Health Allocation	\$275,687	\$53,898	\$10,025	\$85,772	\$18,621	\$78,015	\$522,018	\$0	\$522,018	
001	General Fund	87241 - Dental - City Paid	\$4,070	\$1,126	\$440	\$1,691	\$414	\$1,333	\$9,074	\$0	\$9,074	
001	General Fund	87242 - Long Term Disability-City Paid	\$6,628	\$1,938	\$747	\$3,195	\$746	\$2,443	\$16,697	\$0	\$16,697	
001	General Fund	87243 - Vision- City Paid	\$1,671	\$511	\$177	\$683	\$166	\$566	\$3,774	\$0	\$3,774	
001	General Fund	87250 - Basic Life Insurance	\$633	\$174	\$66	\$229	\$98	\$192	\$1,392	\$0	\$1,392	
001	General Fund	87271 - VEBA	\$8,880	\$2,460	\$960	\$3,690	\$900	\$2,910	\$19,800	\$0	\$19,800	
001	General Fund	87272 - EAP	\$710	\$197	\$77	\$295	\$72	\$233	\$1,584	\$0	\$1,584	
001	General Fund	87274 - Auto Allowance	\$2,640	\$240	\$240	\$240	\$1,200	\$240	\$4,800	\$0	\$4,800	
001	General Fund	87275 - Mobile Phone Allowance	\$1,056	\$96	\$96	\$96	\$480	\$96	\$1,920	\$0	\$1,920	
001	General Fund	87279 - Misc. Other Benefits	\$0	\$0	\$0	\$1,416	\$24	\$0	\$1,440	\$0	\$1,440	
001	General Fund	87390 - OPEB	\$54,019	\$14,965	\$5,840	\$22,447	\$5,476	\$17,702	\$120,449	\$0	\$120,449	
001	General Fund	2 Benefit Accounts	\$1,004,664	\$228,115	\$80,622	\$374,942	\$116,952	\$294,126	\$2,099,421	\$0	\$2,099,421	
001	General Fund	87500 - Operating Supplies	\$42,905	\$0	\$0	\$0	\$0	\$0	\$42,905	\$0	\$42,905	
001	General Fund	87825 - Conference, Travel and Training	\$5,776	\$216	\$0	\$0	\$0	\$1,483	\$7,475	\$0	\$7,475	
001	General Fund	87865 - Subscription based IT arrangmnt	\$437,446	\$30,037	\$36,720	\$0	\$0	\$0	\$504,203	\$0	\$504,203	
001	General Fund	87870 - Contractual Serv Not Class	\$530,392	\$56,286	\$124,188	\$20,612	\$0	\$0	\$731,478	\$0	\$731,478	
001	General Fund	87940 - Mandated Program Costs	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	
001	General Fund	3 Mat/Serv/Sup	\$1,016,519	\$86,539	\$160,908	\$20,612	\$0	\$1,483	\$1,286,061	\$0	\$1,286,061	
001	General Fund	87640 - Vehicle Equipment Maintenance	\$0	\$0	\$0	\$46,444	\$0	\$0	\$46,444	\$0	\$46,444	
001	General Fund	87650 - Technical Services Maintenance	\$505,100	\$0	\$0	\$0	\$0	\$0	\$505,100	\$0	\$505,100	
001	General Fund	87660 - Workers Comp Insurance	\$5,774	\$1,362	\$555	\$2,262	\$804	\$1,694	\$12,451	\$0	\$12,451	
001	General Fund	87680 - Unemployment Insurance	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	
001	General Fund	87740 - Vehicle Equipment Amortization	\$0	\$0	\$0	\$25,928	\$0	\$0	\$25,928	\$0	\$25,928	
001	General Fund	87840 - Insurance And Surety Bonds	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	
001	General Fund	5 Interfund Services	\$510,874	\$1,362	\$555	\$74,634	\$804	\$1,694	\$589,923	\$0	\$589,923	
Subtotal			\$4,111,703	\$670,919	\$387,103	\$1,061,463	\$326,858	\$738,440	\$7,296,486	\$0	\$7,296,486	

Adjustments for Fully-Burdened Hourly Rate Calculation

Calculation of Fully-Burdened Hourly Rate

Description	Total	Notes
Divisional Expenses	\$7,296,486	
Productive Hours	44,363	[b]
Total	\$164	

Full Cost Factors for Hourly Rate Buildup

Description	Total	Share	Per Hour
Personnel	\$5,420,502	74%	\$122
Equipment	\$0	0%	\$0
Materials / Supplies	\$1,875,984	26%	\$42
Other Costs	\$0	0%	\$0
Overhead	\$0	0%	\$0
Total	\$7,296,486	100%	\$164

Information Below is for Use if City Desires to Use Positional Hourly Billing Rates

Scenario 1: Uniform Assignment of Materials and Overhead Costs Per Hour

Calculate Benefit Ratio

Salary Accounts	\$3,321,081
Benefit Accounts	\$2,099,421
Total	0.63

Calculation of Direct Hours Ratio (Billing Factor)

Description	Base Hrs Per FTE	Adjust for Typical Leave	Productive Hours	Direct Hours %	Direct Hours Per FTE	Notes
Hours	2,080	(216)	1,864	72%	1,344	
Direct Hours Bill Factor (For Every \$ of Salary Add this amount to account for Direct Hrs v. Total Hrs.)					1.55	

Position	Top Step Hrly [c]	Benefits	Subtotal Labor Costs	Adjust for Direct Hours	Total Labor Rate	Add: M'tls / Supplies	Add: Overhead	Total Hourly Rate
Business Analyst	\$68	\$43	\$110	1.55	\$171	\$42	\$0	\$213
Customer Service Representative	\$46	\$29	\$75	1.55	\$116	\$42	\$0	\$158
Customer Service Supervisor	\$57	\$36	\$93	1.55	\$144	\$42	\$0	\$186
Meter Reader	\$48	\$30	\$78	1.55	\$121	\$42	\$0	\$164
Municipal Services Division Manager	\$107	\$68	\$175	1.55	\$270	\$42	\$0	\$313
Office Specialist III	\$49	\$31	\$80	1.55	\$124	\$42	\$0	\$166
Senior Customer Service Representative	\$49	\$31	\$80	1.55	\$124	\$42	\$0	\$166
Senior Management Analyst	\$82	\$52	\$134	1.55	\$207	\$42	\$0	\$250
Utility Field Services Worker	\$50	\$32	\$82	1.55	\$127	\$42	\$0	\$170
Utility Field Services Supervisor	\$57	\$36	\$93	1.55	\$144	\$42	\$0	\$186
Utility Services Technician	\$57	\$36	\$93	1.55	\$144	\$42	\$0	\$186

Scenario 2: Assignment of a Common Indirect Rate Factor that Can Be Applied to Base Hourly Wage Rate to Calculate Fully-Burdened Hourly Billing Rate by Position

Calculation of Fully-Burdened Hourly Rate Billing Factor (Apply Factor to Top Step Salary for Positional Rates)

Description	FTE	Hours Per FTE	Total Hours	Salaries and Wages	Hourly Wage Rate Only	Burdened Hourly Rate	ICR Multiplier	Notes
Total	33.00	2,080	68,640	\$3,585,171	\$52	\$164	3.15	

[a] Source: FY 23/24 & 24/25 Adopted budget.

[b] See allocation of Annual Labor Effort, Finance Municipal Services.

[c] Source: City of Santa Clara Salary Plans Effective 12/24/2023.

City of Santa Clara
 Cost of Service Study for Analyzing User and Regulatory Fees
 Finance / Municipal Services
 Calculation of the Estimated Costs of Providing Fee Related Services

Fee Description	Cust Svc Rep	Sr Cust Svc Rep	Utility Field Svc Wrkr	Utility Field Svcs Sup	Utility Svcs Tech	Total	Cost of Service					Cost of Svc
							\$158	\$166	\$170	\$186	\$186	
							Cust Svc Rep	Sr Cust Svc Rep	Utility Field Svc Wrkr	Utility Field Svcs Sup	Utility Svcs Tech	
Business Tax Certificate												
1 Fixed Place of Business in Santa Clara (per employee per year)												
a) Per Employee, Per Year												
b) Not to Exceed Cap												
2 Companies Conducting Business in the City without a Fixed Place of Business (% of Tax)												
a) 6-64 Days												
b) 65-129 Days												
c) 130+ Days												
3 Rental units (3+)												
a) Apartments (per unit, per year)												
b) Hotels/Motels (per unit, per year)												
4 Business Tax - Rental Unit Surcharge Apartments with 3+ Units												
5 Delinquent Payment of Business Certificate Fees - 30 Days After Due Date (% of Appropriate Business License Tax)												
Other												
6 Change of name, address or business type as shown on current certificate	0.08					0.08	\$13					\$13
7 Business Certificate Info - Special Request (Research Required)												
8 Duplicate business certificate	0.08					0.08	\$13					\$13
9 Amplified Music Permit	0.50					0.50	\$79					\$79
10 City Flag												
11 Block Party Request	0.50					0.50	\$79					\$79
12 Utility service deposit - commercial, industrial and residential												
13 Service turn-on fee (for each service)												
a) Electric	0.08		0.10	0.10		0.28	\$13		\$17	\$19		\$49
b) Water	0.08		0.10	0.10		0.28	\$13		\$17	\$19		\$49

City of Santa Clara
 Cost of Service Study for Analyzing User and Regulatory Fees
 Finance / Municipal Services
 Calculation of the Estimated Costs of Providing Fee Related Services

Fee Description		Cost Recovery Information					
		Current Fee	Current Cost Recovery	Proposed Fee	Proposed Cost Recovery	Unit	Notes
Business Tax Certificate							
1	Fixed Place of Business in Santa Clara (per employee per year)						
	a) Per Employee, Per Year	\$45.00	n/a - tax	\$45.00	n/a - tax		
	b) Not to Exceed Cap	\$250,000	n/a - tax	\$250,000	n/a - tax		
2	Companies Conducting Business in the City without a Fixed Place of Business (% of Tax)						
	a) 6-64 Days	25%	n/a - tax	25%	n/a - tax		
	b) 65-129 Days	50%	n/a - tax	50%	n/a - tax		
	c) 130+ Days	100%	n/a - tax	100%	n/a - tax		
3	Rental units (3+)						
	a) Apartments (per unit, per year)	\$18.35	n/a - tax	\$18.35	n/a - tax		
	b) Hotels/Motels (per unit, per year)	\$15.00	n/a - tax	\$15.00	n/a - tax		
4	Business Tax - Rental Unit Surcharge Apartments with 3+ Units	\$3.35	n/a	\$3.35	n/a	per unit, per year	
5	Delinquent Payment of Business Certificate Fees - 30 Days After Due Date (% of Appropriate Business License Tax)	25%	n/a	25%	n/a		
Other							
6	Change of name, address or business type as shown on current certificate	\$12.00	91%	\$13	99%	each	
7	Business Certificate Info - Special Request (Research Required)	Actual Cost of Compilation	100%	Actual Cost of Compilation	100%	each	
8	Duplicate business certificate	\$12.00	91%	\$13	99%	each	
9	Amplified Music Permit	\$76.00	96%	\$79	100%		
10	City Flag	Actual Cost	100%	Actual Cost	100%		
11	Block Party Request	No Charge	0%	No Charge	0%		
12	Utility service deposit - commercial, industrial and residential	Est. 3 mo. usage		Est. 3 mo. usage		based on history and/or projected load	
13	Service turn-on fee (for each service)						
	a) Electric	\$48.00	98%	\$48	98%		
	b) Water	\$48.00	98%	\$48	98%		

City of Santa Clara
 Cost of Service Study for Analyzing User and Regulatory Fees
 Finance / Municipal Services
 Calculation of the Estimated Costs of Providing Fee Related Services

Fee Description	Cust Svc Rep	Sr Cust Svc Rep	Utility Field Svc Wrkr	Utility Field Svcs Sup	Utility Svcs Tech	Total	Cost of Service					Cost of Svc	
							\$158	\$166	\$170	\$186	\$186		
							Cust Svc Rep	Sr Cust Svc Rep	Utility Field Svc Wrkr	Utility Field Svcs Sup	Utility Svcs Tech		
14 Billing service charge for late payment - residential, commercial and industrial					0.08	0.08						\$16	\$16
15 Delinquent Service Letter (48 hour notice)		0.33				0.33		\$55					\$55
16 Fees for the verification of electric meter address (aka "ring out")													
Per Address Visit	0.08		0.33	0.42		0.83	\$13		\$57	\$78			\$147
Per Meter			0.03	0.03		0.07		\$6	\$6				\$12
17 Utility Billing Splitting or Combining Accounts	0.50		0.50			1.00	\$79		\$85				\$164
18 Municipal Services Information Each Document Special Request (Research Required)													
19 10-day letter for house meter													
a) For up to 10 units		0.50	0.33			0.83		\$83	\$57				\$140
b) For each full or partial increment of 10 thereafter		0.13				0.13		\$22					\$22
20 Meter reading more than once per month 1st meter per location	0.33		0.25			0.58	\$53		\$43				\$95
21 Delinquent Reconnect Fee	0.17		0.33			0.50	\$26		\$57				\$83

City of Santa Clara
 Cost of Service Study for Analyzing User and Regulatory Fees
 Finance / Municipal Services
 Calculation of the Estimated Costs of Providing Fee Related Services

Fee Description		Cost Recovery Information					
		Current Fee	Current Cost Recovery	Proposed Fee	Proposed Cost Recovery	Unit	Notes
14	Billing service charge for late payment - residential, commercial and industrial	Greater of \$14 or 1.5%	90%	Greater of \$15 or 1.5%	100%		
15	Delinquent Service Letter (48 hour notice)	\$53.00	96%	\$55	99%	per account	
16	Fees for the verification of electric meter address (aka "ring out")						
	Per Address Visit	\$142.00	96%	\$147	100%	per address	
	Per Meter	\$5.00	42%	\$5	42%	per meter	
17	Utility Billing Splitting or Combining Accounts	\$158.00	96%	\$164	100%	per account	
18	Municipal Services Information Each Document Special Request (Research Required)	Actual cost of compilation	100%	Actual cost of compilation	100%		
19	10-day letter for house meter						
	a) For up to 10 units	\$134.00	96%	\$139	100%		
	b) For each full or partial increment of 10 thereafter	\$19.00	86%	\$22	99%		
20	Meter reading more than once per month 1st meter per location	\$91.00	96%	\$95	100%		
21	Delinquent Reconnect Fee	\$79.00	95%	\$83	100%	per account	



**City of
Santa Clara**
The Center of What's Possible

Fire Department Fees

City of Santa Clara
 User and Regulatory Fee Study
 Cost Allocation - Fire - Department Administration

FY 23/24 Forecast Expenses [a]		Program	7811			
Fund #	Fund Desc	Account Desc	Fire - Admin	Adjustment	Total	Notes
001	General Fund	87010 - Salary And Wages - Regular	\$1,549,904	\$0	\$1,549,904	
001	General Fund	87011 - Salary Attrition and VTO	\$0	\$0	\$0	
001	General Fund	87110 - Contra 870x0-Reimbd Sal & Wage	<u>(\$36,990)</u>	<u>\$0</u>	<u>(\$36,990)</u>	
001	General Fund	1 Salary Accounts	\$1,512,914	\$0	\$1,512,914	
001	General Fund	87211 - PERS - Safety	\$539,842	\$0	\$539,842	
001	General Fund	87212 - PERS - Misc	\$207,550	\$0	\$207,550	
001	General Fund	87221 - Medicare	\$29,757	\$0	\$29,757	
001	General Fund	87222 - Social Security	\$40,874	\$0	\$40,874	
001	General Fund	87224 - Medicare OT	\$0	\$0	\$0	
001	General Fund	87230 - Health Allocation	\$127,892	\$0	\$127,892	
001	General Fund	87241 - Dental - City Paid	\$2,337	\$0	\$2,337	
001	General Fund	87242 - Long Term Disability-City Paid	\$2,702	\$0	\$2,702	
001	General Fund	87243 - Vision- City Paid	\$666	\$0	\$666	
001	General Fund	87250 - Basic Life Insurance	\$588	\$0	\$588	
001	General Fund	87270 - Uniform Allowance	\$780	\$0	\$780	
001	General Fund	87271 - VEBA	\$12,300	\$0	\$12,300	
001	General Fund	87272 - EAP	\$408	\$0	\$408	
001	General Fund	87273 - Professional Development	\$1,500	\$0	\$1,500	
001	General Fund	87274 - Auto Allowance	\$2,400	\$0	\$2,400	
001	General Fund	87275 - Mobile Phone Allowance	\$2,880	\$0	\$2,880	
001	General Fund	87276 - BCN	\$108	\$0	\$108	
001	General Fund	87280 - City Paid Deferred Comp Exp	\$8,280	\$0	\$8,280	
001	General Fund	87390 - OPEB	<u>\$31,025</u>	<u>\$0</u>	<u>\$31,025</u>	
001	General Fund	2 Benefit Accounts	\$1,011,889	\$0	\$1,011,889	
001	General Fund	87500 - Operating Supplies	\$30,412	\$0	\$30,412	
001	General Fund	87810 - Utilities Expenses	\$209,670	\$0	\$209,670	
001	General Fund	87825 - Conference, Travel and Training	\$0	\$0	\$0	
001	General Fund	87865 - Subscription based IT arrangmnt	\$22,192	\$0	\$22,192	
001	General Fund	87870 - Contractual Serv Not Class	\$82,188	\$0	\$82,188	
001	General Fund	87930 - City's Membership	<u>\$3,000</u>	<u>\$0</u>	<u>\$3,000</u>	
001	General Fund	3 Mat/Serv/Sup	\$347,462	\$0	\$347,462	
001	General Fund	87640 - Vehicle Equipment Maintenance	\$27,377	\$0	\$27,377	
001	General Fund	87650 - Technical Services Maintenance	\$1,428,863	\$0	\$1,428,863	
001	General Fund	87660 - Workers Comp Insurance	\$91,375	\$0	\$91,375	
001	General Fund	87680 - Unemployment Insurance	\$0	\$0	\$0	
001	General Fund	87740 - Vehicle Equipment Amortization	\$17,888	\$0	\$17,888	
001	General Fund	87840 - Insurance And Surety Bonds	<u>\$0</u>	<u>\$0</u>	<u>\$0</u>	
001	General Fund	5 Interfund Services	\$1,565,503	\$0	\$1,565,503	
Subtotal			\$4,437,768	\$0	\$4,437,768	

City of Santa Clara
 User and Regulatory Fee Study
 Cost Allocation - Fire - Department Administration
Adjustments for Fully-Burdened Hourly Rate Calculation

Allocation of Citywide Overhead

Description	Fire - Admin	Adjustment	Total	Notes
Allocation of Citywide Overhead - Services from Other Funds CAP Plan Amount	\$1,704,774	\$0	\$1,704,774	[b]
Adjustment for FY 2024/25	2%	2%	2%	[c]
Allocation of Citywide Overhead - Services from Other Funds CAP Plan Amount	\$1,738,869	\$0	\$1,738,869	

Total Costs for Allocation

Description	Total	Adjustment	Total	Notes
Department Administration	\$6,176,637	\$0	\$6,176,637	[d]
Subtotal	\$6,176,637	\$0	\$6,176,637	

Allocation to Direct Service Divisions

Description	Subtotal	Adjustment	Total	Share	Notes
Administration	8.50	(8.50)	0.00	0%	
Emergency Medical Services	2.00	0.00	2.00	1%	
Training	3.00	0.00	3.00	2%	
Field Operation	138.00	0.00	138.00	84%	
Community Risk Reduction	21.00	0.00	21.00	13%	
Office of Emergency Services	1.00	0.00	1.00	1%	
Total	173.50	(8.50)	165.00	100%	

Allocation to Direct Service Divisions

Description	Total	Notes
Administration	\$0	
Emergency Medical Services	\$74,868	
Training	\$112,302	
Field Operation	\$5,165,915	
Community Risk Reduction	\$786,117	
Office of Emergency Services	\$37,434	
Total	\$6,176,637	

[a] Source: FY 23/24 & 24/25 Adopted budget.

[b] Source: Citywide Cost Allocation Plan.

[c] Aligns to City's typical budgeting practice of increasing cost allocation amounts by 2% for second year of adopted budget.

[d] To account for support provided but not directly budgeted to direct service units.

City of Santa Clara
 User and Regulatory Fee Study
 Allocation of Annual Labor Effort - Fire - Community Risk Reduction

Position [a]	FTE [a]	Total Hours Per FTE [b]	Less: Holiday & Leave [c]	Productive Hours Per FTE	Total Productive Hours	Indirect [d]	Direct [d]	Total	Total Indirect Hours	Total Direct Hours	Total Hours	Total Salary Top Step [e]	Annual Salary
Fire Marshal	1.00	2,080	216	1,864	1,864	65%	35%	100%	1,212	652	1,864	\$151	\$314,038
Assistant Fire Marshal	1.00	2,080	216	1,864	1,864	25%	75%	100%	466	1,398	1,864	\$140	\$291,512
Fire Protection Engineer	2.00	2,080	216	1,864	3,728	20%	80%	100%	746	2,982	3,728	\$91	\$377,312
Deputy Fire Marshal III	2.00	2,080	216	1,864	3,728	20%	80%	100%	746	2,982	3,728	\$107	\$444,995
Deputy Fire Marshal II	5.00	2,080	216	1,864	9,320	20%	80%	100%	1,864	7,456	9,320	\$102	\$1,059,344
Deputy Fire Marshal I	2.00	2,080	216	1,864	3,728	20%	80%	100%	746	2,982	3,728	\$92	\$384,093
Fire Prevention Specialist II	2.00	2,080	216	1,864	3,728	20%	80%	100%	746	2,982	3,728	\$78	\$325,978
Fire Prevention Specialist I	2.00	2,080	216	1,864	3,728	20%	80%	100%	746	2,982	3,728	\$45	\$185,827
Permit Technician	1.00	2,080	216	1,864	1,864	20%	80%	100%	373	1,491	1,864	\$50	\$104,832
Staff Aide I	1.00	2,080	216	1,864	1,864	25%	75%	100%	466	1,398	1,864	\$52	\$107,411
Office Specialist II	2.00	2,080	216	1,864	3,728	100%	0%	100%	3,728	-	3,728	\$45	\$185,869
Total	21.00				39,144				11,836	27,308	39,144		\$3,781,211
Total									30%	70%	100%		

[a] Source: FY 23/24 & 24/25 Adopted budget.

[b] Based on 40 hour week * 52 weeks per year.

[c] Amount intended to serve as reasonable estimate. Amount will vary annually, and by employee. Amount assumes twelve days holiday, ten days vacation/personal leave, five days sick leave.

[d] Amounts intended to serve as reasonable estimates developed for purposes of this analysis. Amount will vary annually, and by employee. Amount based on position and consultant experience working with similar municipalities.

[e] Source: City of Santa Clara Salary Plans Effective 12/24/2023.

City of Santa Clara
 User and Regulatory Fee Study
 Hourly Rate Calculation - Fire - Community Risk Reduction

FY 23/24 Forecast Expenses [a]		Program	7831	7834	7835	7836	7837				
Fund #	Fund Desc	Account Desc	Admin, Investigation, Education	Development Services	Non-Dev Services	Development CUPA	Non-Dev CUPA	Subtotal	Adjustment	Total	Notes
All	All	87010 - Salary And Wages - Regular	\$439,797	\$1,346,167	\$768,558	\$168,532	\$677,324	\$3,400,378	\$0	\$3,400,378	
All	All	87020 - Salary And Wages - As Needed	\$6,652	\$11,643	\$6,652	\$1,663	\$6,652	\$33,262	\$0	\$33,262	
All	All	87030 - S & W - O.T. Vacation Relief	\$6,209	\$46,567	\$3,104	\$3,104	\$3,104	\$62,088	\$0	\$62,088	
All	All	87110 - Contra 870x0-Reimbd Sal & Wage	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	
All	All	1 Salary Accounts	\$452,658	\$1,404,377	\$778,314	\$173,299	\$687,080	\$3,495,728	\$0	\$3,495,728	
All	All	87211 - PERS - Safety	\$143,382	\$493,085	\$254,333	\$75,940	\$337,397	\$1,304,137	\$0	\$1,304,137	
All	All	87212 - PERS - Misc	\$64,918	\$166,517	\$111,486	\$12,413	\$30,865	\$386,199	\$0	\$386,199	
All	All	87221 - Medicare	\$7,350	\$20,083	\$11,468	\$2,509	\$10,083	\$51,493	\$0	\$51,493	
All	All	87222 - Social Security	\$11,917	\$29,423	\$21,171	\$2,251	\$5,743	\$70,505	\$0	\$70,505	
All	All	87224 - Medicare OT	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	
All	All	87230 - Health Allocation	\$45,851	\$130,293	\$81,253	\$16,042	\$61,839	\$335,278	\$0	\$335,278	
All	All	87241 - Dental - City Paid	\$573	\$1,216	\$929	\$134	\$448	\$3,300	\$0	\$3,300	
All	All	87242 - Long Term Disability-City Paid	\$959	\$2,124	\$1,625	\$178	\$453	\$5,339	\$0	\$5,339	
All	All	87243 - Vision- City Paid	\$200	\$440	\$339	\$38	\$93	\$1,110	\$0	\$1,110	
All	All	87250 - Basic Life Insurance	\$183	\$431	\$422	\$47	\$189	\$1,272	\$0	\$1,272	
All	All	87270 - Uniform Allowance	\$834	\$2,260	\$2,254	\$230	\$1,017	\$6,595	\$0	\$6,595	
All	All	87271 - VEBA	\$5,142	\$15,840	\$9,954	\$2,178	\$9,486	\$42,600	\$0	\$42,600	
All	All	87272 - EAP	\$148	\$388	\$251	\$44	\$177	\$1,008	\$0	\$1,008	
All	All	87273 - Professional Development	\$140	\$225	\$160	\$75	\$400	\$1,000	\$0	\$1,000	
All	All	87276 - BCN	\$45	\$147	\$78	\$24	\$102	\$396	\$0	\$396	
All	All	87280 - City Paid Deferred Comp Exp	\$3,833	\$8,082	\$10,891	\$738	\$3,576	\$27,120	\$0	\$27,120	
All	All	87390 - OPEB	\$10,950	\$29,425	\$19,018	\$3,572	\$13,685	\$76,650	\$0	\$76,650	
All	All	2 Benefit Accounts	\$296,425	\$899,979	\$525,632	\$116,413	\$475,553	\$2,314,002	\$0	\$2,314,002	
All	All	87500 - Operating Supplies	\$20,826	\$17,356	\$17,355	\$6,942	\$15,601	\$78,080	\$0	\$78,080	
All	All	87825 - Conference, Travel and Training	\$6,816	\$11,043	\$3,853	\$1,927	\$9,158	\$32,797	\$0	\$32,797	
All	All	87865 - Subscription based IT arrangmnt	\$0	\$10,300	\$0	\$0	\$0	\$10,300	\$0	\$10,300	
All	All	87870 - Contractual Serv Not Class	\$24,050	\$11,100	\$11,100	\$1,850	\$37,000	\$37,000	\$0	\$37,000	
All	All	87900 - Rent Expense	\$3,573	\$0	\$0	\$0	\$3,573	\$3,573	\$0	\$3,573	
All	All	87930 - City's Membership	\$500	\$0	\$0	\$0	\$500	\$500	\$0	\$500	
All	All	3 Mat/Serv/Sup	\$55,765	\$38,699	\$32,308	\$8,869	\$26,609	\$162,250	\$0	\$162,250	
All	All	87640 - Vehicle Equipment Maintenance	\$24,884	\$11,328	\$8,453	\$15,465	\$10,260	\$70,390	\$0	\$70,390	
All	All	87650 - Technical Services Maintenance	\$93,894	\$0	\$0	\$0	\$0	\$93,894	\$0	\$93,894	
All	All	87660 - Workers Comp Insurance	\$31,083	\$86,590	\$55,508	\$8,881	\$39,964	\$222,026	\$0	\$222,026	
All	All	87680 - Unemployment Insurance	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	
All	All	87740 - Vehicle Equipment Amortization	\$14,134	\$12,272	\$205	\$8,066	\$146	\$34,823	\$0	\$34,823	
All	All	87840 - Insurance And Surety Bonds	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	
All	All	5 Interfund Services	\$163,995	\$110,190	\$64,166	\$32,412	\$50,370	\$421,133	\$0	\$421,133	
All	All	87994 - Services From Other Funds-CAP	\$0	\$230,941	\$0	\$0	\$0	\$230,941	(\$230,941)	\$0	
All	All	6 CAP	\$0	\$230,941	\$0	\$0	\$0	\$230,941	(\$230,941)	\$0	
Subtotal			\$968,843	\$2,684,186	\$1,400,420	\$330,993	\$1,239,612	\$6,624,054	(\$230,941)	\$6,393,113	

Adjustments for Fully-Burdened Hourly Rate Calculation

Allocation of Citywide Overhead

Description	Admin, Investigation, Education	Development Services	Non-Dev Services	Development CUPA	Non-Dev CUPA	Subtotal	Adjustment	Total	Notes
Allocation of Citywide Overhead - Services from Other Funds CAP Plan Amount	\$78,699	\$218,036	\$113,756	\$26,886	\$100,693	\$538,070	\$0	\$538,070	[b]
Adjustment for FY 2024/25	2%	2%	2%	2%	2%	2%	2%	2%	[c]
Allocation of Citywide Overhead - Services from Other Funds CAP Plan Amount	\$80,273	\$222,396	\$116,031	\$27,424	\$102,707	\$548,831	\$0	\$548,831	

Department Administration Costs Assigned to Fire Prev, Haz Mat, and CUPA

Description	Total	Admin, Investigation, Education	Development Services	Non-Dev Services	Development CUPA	Non-Dev CUPA	Subtotal	Adjustment	Total	Notes
Department Administration	\$786,117	\$114,979	\$318,549	\$166,197	\$39,281	\$147,112	\$786,117	\$0	\$786,117	[d]
Subtotal	\$786,117	\$114,979	\$318,549	\$166,197	\$39,281	\$147,112	\$786,117	\$0	\$786,117	

Total Divisional Costs

Description	Admin, Investigation, Education	Development Services	Non-Dev Services	Development CUPA	Non-Dev CUPA	Total	Notes
Total	\$1,164,094	\$2,994,190	\$1,682,647	\$397,698	\$1,489,432	\$7,728,062	

Calculation of Fully-Burdened Hourly Rate

Description	Total
Divisional Expenses	\$7,728,062
Direct Hours	27,308
Total	\$283

Calculation of Fully-Burdened Hourly Rate Billing Factor (Apply Factor to Top Step Salary for Positional Rates)

Description	FTE	Hours Per FTE	Total Hours	Salaries and Wages	Hourly Wage Rate Only	Burdened Hourly Rate	ICR Multiplier	Notes
Total	21.00	2,080	43,680	\$3,781,211	\$87	\$283	3.27	

Full Cost Factors for Hourly Rate Buildup

Description	Total	Total
Personnel	\$5,809,730	75%
Equipment	\$0	0%
Materials / Supplies	\$583,383	8%
Other Costs	\$0	0%
Overhead	\$1,334,949	17%
Total	\$7,728,062	100%

[a] Source: FY 23/24 & 24/25 Adopted budget.

[b] Source: Citywide Cost Allocation Plan.

[c] Aligns to City's typical budgeting practice of increasing cost allocation amounts by 2% for second year of adopted budget.

[d] To account for department admin support provided but not directly budgeted to direct service units. See Fire Department - Department Administration cost allocation worksheet.

Fee Description		Service Time		Hourly Rate	=	Cost of Service	Current Fee	Current Cost Recovery
Construction Permits								
1	Alternate Materials and Methods Review	7.00	x	\$283	=	\$1,981	\$1,905	96%
2	Automatic Fire Extinguishing Systems: Special Hazard Systems (including Halon, Wet and Dry Chemical Systems, CO2, Foam and Similar Systems)	6.00	x	\$283	=	\$1,698	\$1,742	103%
3	Automatic Fire Extinguishing Systems: Hood & Duct per system	3.50	x	\$283	=	\$991	\$1,209	122%
4	Automatic Fire Sprinkler Systems - New							
	a) 1-49 heads	5.00	x	\$283	=	\$1,415	\$1,281	91%
	b) 50-100 heads	8.00	x	\$283	=	\$2,264	\$2,049	91%
	c) 101-200 heads	13.00	x	\$283	=	\$3,679	\$3,331	91%
	d) Each additional 100 heads (>200 heads)	3.00	x	\$283	=	\$849	\$768	90%
5	Automatic Fire Sprinkler Systems - Existing							
	a) 1-49 heads, no calculations	3.75	x	\$283	=	\$1,061	\$952	90%
	b) 50-100 heads, no calculations	4.75	x	\$283	=	\$1,344	\$1,024	76%
	c) 1-49 heads, with calculations	6.50	x	\$283	=	\$1,840	\$1,665	91%
	d) 50-100 heads, with calculations	7.50	x	\$283	=	\$2,123	\$1,921	91%
	e) 101-200 heads, with calculations	12.00	x	\$283	=	\$3,396	\$3,074	91%
	f) Each additional 100 heads (>200 heads)	1.50	x	\$283	=	\$425	\$383	90%
6	Building Plan Check	varies	x	\$283	=	35% of Building Fee; Min. 3.5 hours	35% of Building Fee; Min. \$904	varies
7	Carnivals and Fairs	5.00	x	\$283	=	\$1,415	\$1,136	80%
8	Closure of an Onsite Hazardous Waste Treatment System							
	a) Conditionally Authorized and Conditionally Exempt	4.00	x	\$283	=	\$1,132	\$985	87%
	b) Permit by Rule	5.00	x	\$283	=	\$1,415	\$1,224	87%
9	Compressed Gas Installation	7.00	x	\$283	=	\$1,981	\$1,730	87%
10	Cooking Oil Storage Tanks	5.00	x	\$283	=	\$1,415	\$1,280	90%
11	Demolition of Building						\$1,136	
11	Emergency Responder Radio Coverage System	18.00	x	\$283	=	\$5,094	\$4,446	87%
12	Emergency Alarm Systems							
	a) New System - No Gas Detection	8.00	x	\$283	=	\$2,264	\$2,049	91%
	b) Modification - No Gas Detection	4.00	x	\$283	=	\$1,132	\$1,117	99%
	c) New System - Including Gas Detection	10.00	x	\$283	=	\$2,830	\$2,561	90%
	d) Modification - Including Gas Detection	5.00	x	\$283	=	\$1,415	\$1,369	97%

Fee Description		Proposed Fee	Proposed Cost Recovery	Proposed Change \$	Proposed Change %	Unit	Notes
Construction Permits							
1	Alternate Materials and Methods Review	\$1,981	100%	\$76	4%		
2	Automatic Fire Extinguishing Systems: Special Hazard Systems (including Halon, Wet and Dry Chemical Systems, CO2, Foam and Similar Systems)	\$1,698	100%	(\$44)	-3%		
3	Automatic Fire Extinguishing Systems: Hood & Duct per system	\$990	100%	(\$219)	-18%		
4	Automatic Fire Sprinkler Systems - New						
	a) 1-49 heads	\$1,415	100%	\$134	10%		
	b) 50-100 heads	\$2,264	100%	\$215	10%		
	c) 101-200 heads	\$3,679	100%	\$348	10%		
	d) Each additional 100 heads (>200 heads)	\$849	100%	\$81	11%		
5	Automatic Fire Sprinkler Systems - Existing						
	a) 1-49 heads, no calculations	\$1,061	100%	\$109	11%		
	b) 50-100 heads, no calculations	\$1,344	100%	\$320	31%		
	c) 1-49 heads, with calculations	\$1,839	100%	\$174	10%		
	d) 50-100 heads, with calculations	\$2,122	100%	\$201	10%		
	e) 101-200 heads, with calculations	\$3,396	100%	\$322	10%		
	f) Each additional 100 heads (>200 heads)	\$424	100%	\$41	11%		
6	Building Plan Check	35% of Building Fee; Min. \$990	100%	\$75	10%		
7	Carnivals and Fairs	\$1,415	100%	\$279	25%	per event	
8	Closure of an Onsite Hazardous Waste Treatment System						
	a) Conditionally Authorized and Conditionally Exempt	\$1,132	100%	\$147	15%		
	b) Permit by Rule	\$1,415	100%	\$191	16%		
9	Compressed Gas Installation	\$1,981	100%	\$251	15%		
10	Cooking Oil Storage Tanks	\$1,415	100%	\$135	11%		
14	Demolition of Building						
11	Emergency Responder Radio Coverage System	\$5,094	100%	\$648	15%		
12	Emergency Alarm Systems						
	a) New System - No Gas Detection	\$2,264	100%	\$215	10%		
	b) Modification - No Gas Detection	\$1,132	100%	\$15	1%		
	c) New System - Including Gas Detection	\$2,830	100%	\$269	11%		
	d) Modification - Including Gas Detection	\$1,415	100%	\$46	3%		

City of Santa Clara

Cost of Service Study for Analyzing User and Regulatory Fees

Calculation of the Cost of Providing Fee Related Services - Fire - Community Risk Reduction Fees

Fee Description	Service Time		Hourly Rate	=	Cost of Service	Current Fee	Current Cost Recovery
13 Engineering Referrals (Parcel maps, public roads, public fire hydrants)	4.00	x	\$283	=	\$1,132	\$880	78%
14 Environmental Study Initial Review (includes 6 hours of review)	8.00	x	\$283	=	\$2,264	\$1,976	87%
15 Environmental Study Each Additional Hour after Initial Review	1.00	x	\$283	=	\$283	\$256	90%
16 Exhibit and Trade Shows	5.00	x	\$283	=	\$1,415	\$1,392	98%
17 Fire Alarm Systems (Non-high rise and R-2 Occupancies)							
a) 1-20 Devices	4.00	x	\$283	=	\$1,132	\$1,024	90%
b) 21-40 Devices	6.00	x	\$283	=	\$1,698	\$1,537	91%
c) 41-100 Devices	10.00	x	\$283	=	\$2,830	\$2,561	90%
d) 101-200 Devices	13.00	x	\$283	=	\$3,679	\$3,331	91%
e) Each additional 50 devices (>200 devices)	2.00	x	\$283	=	\$566	\$512	90%
18 Fire Alarm Systems with pre-wire inspection required (High Rise and R-2 occupancies)							
a) 1-20 Devices	5.00	x	\$283	=	\$1,415	\$1,280	90%
b) 21-40 Devices	8.00	x	\$283	=	\$2,264	\$2,049	91%
c) 41-100 Devices	12.00	x	\$283	=	\$3,396	\$3,075	91%
d) 101-200 Devices	15.00	x	\$283	=	\$4,245	\$3,843	91%
e) Each additional 50 devices (>200 devices)	3.00	x	\$283	=	\$849	\$768	90%
19 Fire Pump Installation	12.00	x	\$283	=	\$3,396	\$3,074	91%
20 High-Rise Fire Protection Water Storage Tank							
a) 1st Tank	5.50	x	\$283	=	\$1,557	\$1,409	91%
b) each additional tank	2.00	x	\$283	=	\$566	\$512	90%
21 Hazardous Materials Closure Plan							
a) Facility/Site - <= 5,000 sq ft	5.00	x	\$283	=	\$1,415	\$1,396	99%
b) Facility/Site - 5,001 - 25,000 sq ft	8.00	x	\$283	=	\$2,264	\$2,234	99%
c) Facility/Site - > 25,000 sq ft	10.00	x	\$283	=	\$2,830	\$2,793	99%
d) Backflow Preventer Replacement	6.00	x	\$283	=	\$1,698	\$1,396	82%
d) Equipment	10.00	x	\$283	=	\$2,830	\$2,471	87%
22 Hazardous Material Tool/Equipment Installation	10.00	x	\$283	=	\$2,830	\$2,561	90%
23 High-Piled Combustible Storage	8.00	x	\$283	=	\$2,264	\$2,049	91%
24 Knox Box Installation	1.50	x	\$283	=	\$425	\$383	90%
25 Liquefied Petroleum Gases Installation Per Tank	4.00	x	\$283	=	\$1,132	\$1,024	90%

Fee Description	Proposed Fee	Proposed Cost Recovery	Proposed Change \$	Proposed Change %	Unit	Notes
13 Engineering Referrals (Parcel maps, public roads, public fire hydrants)	\$1,132	100%	\$252	29%		
14 Environmental Study Initial Review (includes 6 hours of review)	\$2,264	100%	\$288	15%		
15 Environmental Study Each Additional Hour after Initial Review	\$283	100%	\$27	11%		
16 Exhibit and Trade Shows	\$1,415	100%	\$23	2%		
17 Fire Alarm Systems (Non-high rise and R-2 Occupancies)						
a) 1-20 Devices	\$1,132	100%	\$108	11%		
b) 21-40 Devices	\$1,698	100%	\$161	10%		
c) 41-100 Devices	\$2,830	100%	\$269	11%		
d) 101-200 Devices	\$3,679	100%	\$348	10%		
e) Each additional 50 devices (>200 devices)	\$566	100%	\$54	11%		
18 Fire Alarm Systems with pre-wire inspection required (High Rise and R-2 occupancies)						
a) 1-20 Devices	\$1,415	100%	\$135	11%		
b) 21-40 Devices	\$2,264	100%	\$215	10%		
c) 41-100 Devices	\$3,396	100%	\$321	10%		
d) 101-200 Devices	\$4,245	100%	\$402	10%		
e) Each additional 50 devices (>200 devices)	\$849	100%	\$81	11%		
19 Fire Pump Installation	\$3,396	100%	\$322	10%		
20 High-Rise Fire Protection Water Storage Tank						
a) 1st Tank	\$1,556	100%	\$147	10%		
b) each additional tank	\$566	100%	\$54	11%		
21 Hazardous Materials Closure Plan						
a) Facility/Site - <= 5,000 sq ft	\$1,415	100%	\$19	1%		
b) Facility/Site - 5,001 - 25,000 sq ft	\$2,264	100%	\$30	1%		
c) Facility/Site - > 25,000 sq ft	\$2,830	100%	\$37	1%		
d) Backflow Preventer Replacement	\$1,698	100%	\$302	22%		
d) Equipment	\$2,830	100%	\$359	15%		
22 Hazardous Material Tool/Equipment Installation	\$2,830	100%	\$269	11%		
23 High-Piled Combustible Storage	\$2,264	100%	\$215	10%		
24 Knox Box Installation	\$424	100%	\$41	11%		
25 Liquefied Petroleum Gases Installation Per Tank	\$1,132	100%	\$108	11%		

City of Santa Clara

Cost of Service Study for Analyzing User and Regulatory Fees

Calculation of the Cost of Providing Fee Related Services - Fire - Community Risk Reduction Fees

Fee Description	Service Time		Hourly Rate	=	Cost of Service	Current Fee	Current Cost Recovery
26 Methane Venting and Detection Systems	14.00	x	\$283	=	\$3,962	\$3,587	91%
27 Open Burnings (open flames, torches, candles)	3.00	x	\$283	=	\$849	\$768	90%
28 Ovens: Industrial Baking and/or Drying per oven	4.00	x	\$283	=	\$1,132	\$1,024	90%
29 Community Development Department Referrals	6.00	x	\$283	=	\$1,698	\$1,024	60%
30 Public Fireworks Display and Pyrotechnic Special Effects Use	8.00	x	\$283	=	\$2,264	\$1,793	79%
31 Public Fireworks Display and Pyrotechnic Special Effects Use Secondary Fireworks/Pyro Submittal - No Detailed Plan Review Required	2.00	x	\$283	=	\$566	n/a	n/a
32 Pyrotechnics Special Effects Proximal to Audience	12.00	x	\$283	=	\$3,396	\$3,074	91%
33 Pyrotechnics Special Effects Proximal to Audience Secondary Pyro Submittal - No Detailed Plan Review Required	3.00	x	\$283	=	\$849	n/a	n/a
34 Refrigeration System	6.00	x	\$283	=	\$1,698	\$1,392	82%
35 Access Control and Traffic Calming Devices Gates and Barricades across fire apparatus access roads	4.00	x	\$283	=	\$1,132	\$972	86%
36 Smoke Control System	20.00	x	\$283	=	\$5,660	\$5,124	91%
37 Standpipe Systems: Wet, Combination and Horizontal	5.00	x	\$283	=	\$1,415	\$1,280	90%
38 Storage Tanks - Hazardous Materials: Underground and Above Ground Tank Installations (1st tank)	10.00	x	\$283	=	\$2,830	\$2,224	79%
39 Underground and Above Ground Tank Installations (each additional tank after the 1st)	4.00	x	\$283	=	\$1,132	\$988	87%
40 Storage Tanks - Hazardous Materials: Underground and Above Ground Tank Removals (1st tank)	9.00	x	\$283	=	\$2,547	\$2,224	87%
41 Underground and Above Ground Tank Removals (each additional tank after the 1st)	4.00	x	\$283	=	\$1,132	\$988	87%
42 Underground and Above Ground Tank Modifications	5.00	x	\$283	=	\$1,415	\$1,235	87%
43 First Tent, Canopy or Air Supported Structure	4.00	x	\$283	=	\$1,132	\$1,024	90%
44 Each Additional Tent, Canopy or Air Supported Structure	1.50	x	\$283	=	\$425	\$384	90%
45 Special Event Structure	10.00	x	\$283	=	\$2,830	\$2,561	90%
46 Underground Fire Service Systems							
a) Fire Sprinkler System (no hydrants)	7.00	x	\$283	=	\$1,981	\$1,793	91%
b) Fire Sprinkler System with hydrants	9.00	x	\$283	=	\$2,547	\$2,377	93%
c) Repairs and Minor Modifications	4.00	x	\$283	=	\$1,132	\$1,024	90%

Fee Description	Proposed Fee	Proposed Cost Recovery	Proposed Change \$	Proposed Change %	Unit	Notes
26 Methane Venting and Detection Systems	\$3,962	100%	\$375	10%		
27 Open Burnings (open flames, torches, candles)	\$849	100%	\$81	11%		
28 Ovens: Industrial Baking and/or Drying per oven	\$1,132	100%	\$108	11%		
29 Community Development Department Referrals	\$1,698	100%	\$674	66%		
30 Public Fireworks Display and Pyrotechnic Special Effects Use	\$2,264	100%	\$471	26%		
31 Public Fireworks Display and Pyrotechnic Special Effects Use Secondary Fireworks/Pyro Submittal - No Detailed Plan Review Required	\$566	100%	new	new		
32 Pyrotechnics Special Effects Proximal to Audience	\$3,396	100%	\$322	10%		
33 Pyrotechnics Special Effects Proximal to Audience Secondary Pyro Submittal - No Detailed Plan Review Required	\$849	100%	new	new		
34 Refrigeration System	\$1,698	100%	\$306	22%		
35 Access Control and Traffic Calming Devices Gates and Barricades across fire apparatus access roads	\$1,132	100%	\$160	16%		
36 Smoke Control System	\$5,660	100%	\$536	10%		
37 Standpipe Systems: Wet, Combination and Horizontal	\$1,415	100%	\$135	11%		
38 Storage Tanks - Hazardous Materials: Underground and Above Ground Tank Installations (1st tank)	\$2,830	100%	\$606	27%		
39 Underground and Above Ground Tank Installations (each additional tank after the 1st)	\$1,132	100%	\$144	15%		
40 Storage Tanks - Hazardous Materials: Underground and Above Ground Tank Removals (1st tank)	\$2,547	100%	\$323	15%		
41 Underground and Above Ground Tank Removals (each additional tank after the 1st)	\$1,132	100%	\$144	15%		
42 Underground and Above Ground Tank Modifications	\$1,415	100%	\$180	15%		
43 First Tent, Canopy or Air Supported Structure	\$1,132	100%	\$108	11%		
44 Each Additional Tent, Canopy or Air Supported Structure	\$424	100%	\$40	10%		
45 Special Event Structure	\$2,830	100%	\$269	11%		
46 Underground Fire Service Systems						
a) Fire Sprinkler System (no hydrants)	\$1,981	100%	\$188	10%		
b) Fire Sprinkler System with hydrants	\$2,547	100%	\$170	7%		
c) Repairs and Minor Modifications	\$1,132	100%	\$108	11%		

Fee Description	Service Time		Hourly Rate	=	Cost of Service	Current Fee	Current Cost Recovery
47 Automatic Fire Sprinkler Systems							
a) Residential 13D - Initial Submittal Plan Review Required	6.00	x	\$283	=	\$1,698	\$1,482	87%
b) Residential 13D - Secondary Submittal - No Plan Detailed Review Required	3.00	x	\$283	=	\$849	\$768	90%
c) Automatic Fire Protection System for Spray Booths	5.50	x	\$283	=	\$1,557	\$1,537	99%
48 On-Demand Mobile Fueling Site Permit	8.00	x	\$283	=	\$2,264	\$2,049	91%
49 2-Way Elevator Permit	6.00	x	\$283	=	\$1,698	\$1,392	82%
50 Solar Photovoltaic Power Systems							
a) Commercial	8.00	x	\$283	=	\$2,264	\$1,761	78%
b) Residential	1.50	x	\$283	=	\$425	\$512	121%
51 Phased Permitting / Occupancy Plan	12.00	x	\$283	=	\$3,396	\$3,074	91%
52 Access Controlled Egress	6.00	x	\$283	=	\$1,698	\$1,392	82%
53 Fire Safety Demolition/Construction Plan	7.00	x	\$283	=	\$1,981	\$1,320	67%
54 Hazardous Materials Tool/Equipment - Modification/Addition to Existing Tool/Equipment	6.00	x	\$283	=	\$1,698	\$1,537	91%
55 Hazardous Materials Tool/Equipment - Modification - Existing Tool - Changing hazmat and detection - no construction	4.00	x	\$283	=	\$1,132	\$1,117	99%
56 Hazardous Materials Tool/Equipment Demolition Only	4.00	x	\$283	=	\$1,132	\$1,117	99%
57 Energy Storage Systems							
a) Energy Storage Systems	8.00	x	\$283	=	\$2,264	\$1,536	68%
b) Energy Storage Systems - Residential (R3)	2.00	x	\$283	=	\$566	\$512	90%
58 Plant Extraction Systems	8.00	x	\$283	=	\$2,264	\$2,049	91%
59 Plan Revision / Resubmittal Fee	2.00	x	\$283	=	\$566	\$512	90%
60 Resubmittal Fee	4.00	x	\$283	=	\$1,132	\$512	45%
61 Firefighter Air Replenishment System	12.00	x	\$283	=	\$3,396	\$2,656	
61 Carbon Dioxide Beverage Dispensing System	5.00	x	\$283	=	\$1,415	\$1,221	86%
62 Design Review / Consultation (per hour)	1.00	x	\$283	=	\$283	\$256	90%
63 Miscellaneous Inspections or Plan Reviews per hour	1.00	x	\$283	=	\$283	\$256	90%
64 Miscellaneous Haz Mat Inspections or Haz Mat Plan Reviews or Haz Mat Field Sampling, per hour	1.00	x	\$283	=	\$283	n/a	
65 Overtime Inspection (max 3 hrs)	3.00	x	\$340	=	\$1,019	\$971	95%

Fee Description	Proposed Fee	Proposed Cost Recovery	Proposed Change \$	Proposed Change %	Unit	Notes
47 Automatic Fire Sprinkler Systems						
a) Residential 13D - Initial Submittal Plan Review Required	\$1,698	100%	\$216	15%		
b) Residential 13D - Secondary Submittal - No Plan Detailed Review Required	\$849	100%	\$81	11%		
c) Automatic Fire Protection System for Spray Booths	\$1,556	100%	\$19	1%		
48 On-Demand Mobile Fueling Site Permit	\$2,264	100%	\$215	10%		
49 2-Way Elevator Permit	\$1,698	100%	\$306	22%		
50 Solar Photovoltaic Power Systems						
a) Commercial	\$2,264	100%	\$503	29%		
b) Residential	\$424	100%	(\$88)	-17%		
51 Phased Permitting / Occupancy Plan	\$3,396	100%	\$322	10%		
52 Access Controlled Egress	\$1,698	100%	\$306	22%		
53 Fire Safety Demolition/Construction Plan	\$1,981	100%	\$661	50%		
54 Hazardous Materials Tool/Equipment - Modification/Addition to Existing Tool/Equipment	\$1,698	100%	\$161	10%		
55 Hazardous Materials Tool/Equipment - Modification - Existing Tool - Changing hazmat and detection - no construction	\$1,132	100%	\$15	1%		
56 Hazardous Materials Tool/Equipment Demolition Only	\$1,132	100%	\$15	1%		
57 Energy Storage Systems						
a) Energy Storage Systems	\$2,264	100%	\$728	47%		
b) Energy Storage Systems - Residential (R3)	\$566	100%	\$54	11%		
58 Plant Extraction Systems	\$2,264	100%	\$215	10%		
59 Plan Revision / Resubmittal Fee	\$566	100%	\$54	11%		
60 Resubmittal Fee	\$1,132	100%	\$620	121%		
64 Firefighter Air Replenishment System						
61 Carbon Dioxide Beverage Dispensing System	\$1,415	100%	\$194	16%		
62 Design Review / Consultation (per hour)	\$283	100%	\$27	11%	per hour	
63 Miscellaneous Inspections or Plan Reviews per hour	\$283	100%	\$27	11%	per hour	
64 Miscellaneous Haz Mat Inspections or Haz Mat Plan Reviews or Haz Mat Field Sampling, per hour	\$283	100%	new	new	per hour	
65 Overtime Inspection (max 3 hrs)	\$1,018	100%	\$47	5%	max 3 hours	

Fee Description	Service Time		Hourly Rate	=	Cost of Service	Current Fee	Current Cost Recovery
66 Overtime Haz Mat Inspection (max 3 hrs)	3.00	x	\$340	=	\$1,019	n/a	
67 Overtime Plan Review (max 3 hrs)	3.00	x	\$340	=	\$1,019	\$971	95%
68 Overtime Haz Mat Plan Review (max 3 hrs)	3.00	x	\$340	=	\$1,019	\$971	95%
69 Outdoor Assembly Event	5.00	x	\$283	=	\$1,415	\$1,208	85%
70 Licensed Care Facility (Pre-Inspection)	2.00	x	\$283	=	\$566	\$512	90%
71 Residential Fire-Building Plan Review (R-3/R-3.1 occupancies only)	1.25	x	\$283	=	\$354	n/a	
Operational Permits							
72 Aerosol products	1.30	x	\$283	=	\$368	\$332	90%
73 Additive Manufacturing	1.00	x	\$283	=	\$283	\$279	99%
74 Amusement Park Buildings	1.30	x	\$283	=	\$368	\$332	90%
75 Covered and Open Mall Buildings	6.00	x	\$283	=	\$1,698	\$1,011	60%
76 Public Safety Emergency Information	0.10	x	\$283	=	\$28	\$50	177%
77 Exhibit and Trade Shows	1.30	x	\$283	=	\$368	\$332	90%
78 Explosives	1.30	x	\$283	=	\$368	\$332	90%
79 Cutting and Welding	1.30	x	\$283	=	\$368	\$332	90%
80 Cellulose Nitrate Storage	0.50	x	\$283	=	\$142	\$256	181%
81 Combustible Dust Producing Operations	2.00	x	\$283	=	\$566	\$512	90%
82 Combustible Fire Fiber Storage	1.00	x	\$283	=	\$283	\$256	90%
83 Combustible Storage - Including tires in excess of 2,500 cubic feet	0.75	x	\$283	=	\$212	\$640	302%
84 Dry Cleaning Plants	1.50	x	\$283	=	\$425	\$384	90%
85 Energy Storage Systems	1.50	x	\$283	=	\$425	\$270	64%
86 High Piled Combustible Storage	2.00	x	\$283	=	\$566	\$512	90%
87 Hot Work Operations	0.50	x	\$283	=	\$142	\$256	181%
88 Lithium Batteries (Collection and Storage over 1,000 pounds)	2.00	x	\$283	=	\$566	\$279	49%

Fee Description	Proposed Fee	Proposed Cost Recovery	Proposed Change \$	Proposed Change %	Unit	Notes
66 Overtime Haz Mat Inspection (max 3 hrs)	\$1,018	100%	new	new	max 3 hours	
67 Overtime Plan Review (max 3 hrs)	\$1,018	100%	\$47	5%	max 3 hours	
68 Overtime Haz Mat Plan Review (max 3 hrs)	\$1,018	100%	new	new	max 3 hours	
69 Outdoor Assembly Event	\$1,415	100%	\$207	17%		
70 Licensed Care Facility (Pre-Inspection)	\$566	100%	\$54	11%		
71 Residential Fire-Building Plan Review (R-3/R-3.1 occupancies only)	\$353	100%	new	new		
Operational Permits						
72 Aerosol products	\$367	100%	\$35	11%	annual	
73 Additive Manufacturing	\$283	100%	\$4	1%	annual	
74 Amusement Park Buildings	\$367	100%	\$35	11%	annual	
75 Covered and Open Mall Buildings	\$1,698	100%	\$687	68%	annual	
76 Public Safety Emergency Information	\$28	99%	(\$22)	-44%	each	
77 Exhibit and Trade Shows	\$367	100%	\$35	11%	annual	
78 Explosives	\$367	100%	\$35	11%	annual	
79 Cutting and Welding	\$367	100%	\$35	11%	annual	
80 Cellulose Nitrate Storage	\$141	100%	(\$115)	-45%	annual	
81 Combustible Dust Producing Operations	\$566	100%	\$54	11%	annual	
82 Combustible Fire Fiber Storage	\$283	100%	\$27	11%	annual	
83 Combustible Storage - Including tires in excess of 2,500 cubic feet	\$212	100%	(\$428)	-67%	annual	
84 Dry Cleaning Plants	\$424	100%	\$40	10%	annual	
85 Energy Storage Systems	\$424	100%	\$154	57%	annual	
86 High Piled Combustible Storage	\$566	100%	\$54	11%	annual	
87 Hot Work Operations	\$141	100%	(\$115)	-45%	annual	
88 Lithium Batteries (Collection and Storage over 1,000 pounds)	\$566	100%	\$287	103%	annual	

City of Santa Clara

Cost of Service Study for Analyzing User and Regulatory Fees

Calculation of the Cost of Providing Fee Related Services - Fire - Community Risk Reduction Fees

Fee Description	Service Time		Hourly Rate	=	Cost of Service	Current Fee	Current Cost Recovery
89 Lumber Yard - More than 100,000 board feet	1.00	x	\$283	=	\$283	\$256	90%
90 Magnesium Working - more than 10 lbs. per work day	1.00	x	\$283	=	\$283	\$256	90%
91 Miscellaneous combustible storage	0.50	x	\$283	=	\$142	\$332	235%
92 Organic Coatings	1.50	x	\$283	=	\$425	\$384	90%
93 Industrial Ovens (Industrial baking or drying)	0.50	x	\$283	=	\$142	\$127	90%
94 Places of Assembly	0.75	x	\$283	=	\$212	\$191	90%
95 Places of Assembly (Temporary)	6.00	x	\$283	=	\$1,698	\$1,536	90%
96 Compressed Gases	2.00	x	\$283	=	\$566	\$512	90%
97 Pyroxylin Plastics	2.00	x	\$283	=	\$566	\$512	90%
98 Refrigeration Equipment	1.00	x	\$283	=	\$283	\$332	117%
99 Repair Garages	0.65	x	\$283	=	\$184	\$256	139%
100 Rooftop Heliports	2.00	x	\$283	=	\$566	\$512	90%
101 Smoke Control and Evacuation Systems	2.75	x	\$283	=	\$778	\$767	99%
102 Spray or Dipping Operations	1.50	x	\$283	=	\$425	\$384	90%
103 Tire Rebuilding Plants	1.50	x	\$283	=	\$425	\$384	90%
104 Waste Handling Facilities	2.25	x	\$283	=	\$637	\$512	80%
105 Wood Products - Storage in excess of 200 cubic feet	2.00	x	\$283	=	\$566	\$512	90%
106 Mobile Food Preparation Vehicles						\$127	
106 Liquid-or-gas Vehicles or Equipment in Assembly Buildings	1.00	x	\$283	=	\$283	\$127	45%
107 Motor Fuel-Dispensing Facilities	1.00	x	\$283	=	\$283	\$256	90%
108 Pyrotechnics Special Effects Materials Storage	1.00	x	\$283	=	\$283	\$256	90%
109 Plant Extraction Systems	1.50	x	\$283	=	\$425	\$384	90%
110 Indoor Growing Operations	1.50	x	\$283	=	\$425	\$384	90%
111 Emergency Responder Radio Coverage System	2.00	x	\$283	=	\$566	\$440	78%

City of Santa Clara

Cost of Service Study for Analyzing User and Regulatory Fees

Calculation of the Cost of Providing Fee Related Services - Fire - Community Risk Reduction Fees

Fee Description	Proposed Fee	Proposed Cost Recovery	Proposed Change \$	Proposed Change %	Unit	Notes
89 Lumber Yard - More than 100,000 board feet	\$283	100%	\$27	11%	annual	
90 Magnesium Working - more than 10 lbs. per work day	\$283	100%	\$27	11%	annual	
91 Miscellaneous combustible storage	\$141	100%	(\$191)	-58%	annual	
92 Organic Coatings	\$424	100%	\$40	10%	annual	
93 Industrial Ovens (Industrial baking or drying)	\$141	100%	\$14	11%	annual	
94 Places of Assembly	\$212	100%	\$21	11%	annual	
95 Places of Assembly (Temporary)	\$1,698	100%	\$162	11%	annual	
96 Compressed Gases	\$566	100%	\$54	11%	annual	
97 Pyroxylin Plastics	\$566	100%	\$54	11%	annual	
98 Refrigeration Equipment	\$283	100%	(\$49)	-15%	annual	
99 Repair Garages	\$183	99%	(\$73)	-29%	annual	
100 Rooftop Heliports	\$566	100%	\$54	11%	annual	
101 Smoke Control and Evacuation Systems	\$778	100%	\$11	1%	annual	
102 Spray or Dipping Operations	\$424	100%	\$40	10%	annual	
103 Tire Rebuilding Plants	\$424	100%	\$40	10%	annual	
104 Waste Handling Facilities	\$636	100%	\$124	24%	annual	
105 Wood Products - Storage in excess of 200 cubic feet	\$566	100%	\$54	11%	annual	
106 Mobile Food Preparation Vehicles						
106 Liquid-or-gas Vehicles or Equipment in Assembly Buildings	\$283	100%	\$156	123%	annual	
107 Motor Fuel-Dispensing Facilities	\$283	100%	\$27	11%	annual	
108 Pyrotechnics Special Effects Materials Storage	\$283	100%	\$27	11%	annual	
109 Plant Extraction Systems	\$424	100%	\$40	10%	annual	
110 Indoor Growing Operations	\$424	100%	\$40	10%	annual	
111 Emergency Responder Radio Coverage System	\$566	100%	\$126	29%	annual	

Fee Description		Service Time		Hourly Rate	=	Cost of Service	Current Fee	Current Cost Recovery
112	Single Story Building							
	a) 1 to 20,000 square feet	1.50	x	\$283	=	\$425	\$348	82%
	b) 20,001 square feet or greater	2.25	x	\$283	=	\$637	\$522	82%
	c) Multi-Story Buildings 2 or more stories in height and not classified as a high-rise (per floor)	3.00	x	\$283	=	\$849	\$660	78%
113	Operational Permit Re-Inspection (per hour)	1.00	x	\$283	=	\$283	\$256	90%
114	Energy Storage Systems Serving Life Safety Systems	0.50	x	\$283	=	\$142	\$140	99%
115	Mobile Fueling of Hydrogen-Fueled Vehicles	2.00	x	\$283	=	\$566	\$558	99%
116	Hazardous Production Materials Facilities	2.00	x	\$283	=	\$566	\$558	99%
117	Private Fire Hydrants	1.00	x	\$283	=	\$283	\$279	99%
118	Fire Hydrants and Valves	1.00	x	\$283	=	\$283	\$279	99%
119	Temporary Membrane Structures and Tents	2.00	x	\$283	=	\$566	\$558	99%
120	Lithium Batteries	2.00	x	\$283	=	\$566	\$558	99%
121	Additional Permits	2.00	x	\$283	=	\$566	\$558	99%

Fee Description	Proposed Fee	Proposed Cost Recovery	Proposed Change \$	Proposed Change %	Unit	Notes
112 Single Story Building						
a) 1 to 20,000 square feet	\$424	100%	\$76	22%	annual	
b) 20,001 square feet or greater	\$636	100%	\$114	22%	annual	
c) Multi-Story Buildings 2 or more stories in height and not classified as a high-rise (per floor)	\$849	100%	\$189	29%	annual	
113 Operational Permit Re-Inspection (per hour)	\$283	100%	\$27	11%	per hour	
114 Energy Storage Systems Serving Life Safety Systems	\$141	100%	\$1	1%		
115 Mobile Fueling of Hydrogen-Fueled Vehicles	\$566	100%	\$8	1%		
116 Hazardous Production Materials Facilities	\$566	100%	\$8	1%		
117 Private Fire Hydrants	\$283	100%	\$4	1%		
118 Fire Hydrants and Valves	\$283	100%	\$4	1%		
119 Temporary Membrane Structures and Tents	\$566	100%	\$8	1%		
120 Lithium Batteries	\$566	100%	\$8	1%		
121 Additional Permits	\$566	100%	\$8	1%		

Fee Description		Service Time		Hourly Rate	=	Cost of Service	Current Fee	Current Cost Recovery
Operational Permits - Haz-Mat								
122	Combustible and Flammable Materials (any amount)	1.00	x	\$283	=	\$283	\$256	90%
123	Combustible and Flammable Materials - On Demand Mobile Fueling	6.00	x	\$283	=	\$1,698	\$1,675	99%
124	Compressed Gases (any amount)						\$256	
124	Corrosives	1.30	x	\$283	=	\$368	\$332	90%
125	Cryogenics	1.30	x	\$283	=	\$368	\$332	90%
126	Highly Toxic Materials	2.00	x	\$283	=	\$566	\$512	90%
127	Liquefied Petroleum Gas (LPG): Any Amount	1.30	x	\$283	=	\$368	\$332	90%
128	Organic Peroxides: Liquids and Solids - any amount (Except Class V Organic Peroxides)	1.50	x	\$283	=	\$425	\$384	90%
129	Oxidizing Materials: Gasses more than 504 cubic feet , Liquids and Solids any amount (Except Class 1 Oxidizers)	1.30	x	\$283	=	\$368	\$332	90%
130	Pyrophoric Materials: Gases, Liquids and Solids - any amount	1.50	x	\$283	=	\$425	\$384	90%
131	Toxic Materials: Gases, Liquids and Solids any amount	1.50	x	\$283	=	\$425	\$384	90%
132	Unstable (Reactive) Materials: Gases, Liquids and Solids any amount (Except Class 1 Unstable Reactive Materials)	1.50	x	\$283	=	\$425	\$384	90%
133	Water Reactive Materials: Gases, Liquids and Solids any amount (Except Class 1 Water Reactive Materials)	1.50	x	\$283	=	\$425	\$384	90%

Fee Description		Proposed Fee	Proposed Cost Recovery	Proposed Change \$	Proposed Change %	Unit	Notes
Operational Permits - Haz-Mat							
122	Combustible and Flammable Materials (any amount)	\$283	100%	\$27	11%	annual	
123	Combustible and Flammable Materials - On Demand Mobile Fueling	\$1,698	100%	\$23	1%	annual	
124	Compressed Gases (any amount)						
124	Corrosives	\$367	100%	\$35	11%	annual	
125	Cryogenics	\$367	100%	\$35	11%	annual	
126	Highly Toxic Materials	\$566	100%	\$54	11%	annual	
127	Liquefied Petroleum Gas (LPG): Any Amount	\$367	100%	\$35	11%	annual	
128	Organic Peroxides: Liquids and Solids - any amount (Except Class V Organic Peroxides)	\$424	100%	\$40	10%	annual	
129	Oxidizing Materials: Gasses more than 504 cubic feet , Liquids and Solids any amount (Except Class 1 Oxidizers)	\$367	100%	\$35	11%	annual	
130	Pyrophoric Materials: Gases, Liquids and Solids - any amount	\$424	100%	\$40	10%	annual	
131	Toxic Materials: Gases, Liquids and Solids any amount	\$424	100%	\$40	10%	annual	
132	Unstable (Reactive) Materials: Gases, Liquids and Solids any amount (Except Class 1 Unstable Reactive Materials)	\$424	100%	\$40	10%	annual	
133	Water Reactive Materials: Gases, Liquids and Solids any amount (Except Class 1 Water Reactive Materials)	\$424	100%	\$40	10%	annual	

Fee Description		Service Time		Hourly Rate	=	Cost of Service	Current Fee	Current Cost Recovery
State Mandated								
134	High-Rise: Per Floor	4.00	x	\$283	=	\$1,132	\$1,024	90%
135	R-1/R-2 Occupancies: Multi-Family occupancies, 3 of more residential units	0.10	x	\$283	=	\$28	\$30	106%
136	High-Rise R1/R2: Per Floor	3.25	x	\$283	=	\$920	\$1,024	111%
137	Commercial Day Care (E3) Adult Day Care (I4)							
	a) 7-49 persons	1.00	x	\$283	=	\$283	\$256	90%
	b) 50-149 persons	1.50	x	\$283	=	\$425	\$384	90%
	c) 150+ persons	3.00	x	\$283	=	\$849	\$768	90%
138	School							
	a) 1-250 students	2.00	x	\$283	=	\$566	\$512	90%
	b) 251-500 students	4.00	x	\$283	=	\$1,132	\$1,024	90%
	c) >500 students	8.00	x	\$283	=	\$2,264	\$2,049	91%
139	Jails	3.00	x	\$283	=	\$849	\$696	82%
140	Hospitals	10.00	x	\$283	=	\$2,830	\$2,528	89%

Fee Description		Proposed Fee	Proposed Cost Recovery	Proposed Change \$	Proposed Change %	Unit	Notes
	State Mandated						
134	High-Rise: Per Floor	\$1,132	100%	\$108	11%	per floor annual	
135	R-1/R-2 Occupancies: Multi-Family occupancies, 3 of more residential units	\$28	99%	(\$2)	-7%	per unit annual	
136	High-Rise R1/R2: Per Floor	\$919	100%	(\$105)	-10%	per floor annual	
137	Commercial Day Care (E3) Adult Day Care (I4)						
	a) 7-49 persons	\$283	100%	\$27	11%	annual	
	b) 50-149 persons	\$424	100%	\$40	10%	annual	
	c) 150+ persons	\$849	100%	\$81	11%	annual	
138	School						
	a) 1-250 students	\$566	100%	\$54	11%	annual	
	b) 251-500 students	\$1,132	100%	\$108	11%	annual	
	c) >500 students	\$2,264	100%	\$215	10%	annual	
139	Jails	\$849	100%	\$153	22%	annual	
140	Hospitals	\$2,830	100%	\$302	12%	annual	

Fee Description		Service Time		Hourly Rate	=	Cost of Service	Current Fee	Current Cost Recovery
Penalty Fees								
141	False Alarm Responses: After third time in 180 day period per response	1.75	x	\$283	=	\$495	\$402	81%
142	Re-Inspection (Development) Fee: For failure to cancel appointments, work not ready for inspection or more than two inspections	2.00	x	\$283	=	\$566	\$403	71%
143	Re-Inspection (CUPA Development) Fee: For failure to cancel appointments, work not ready for inspection or more than two inspections	2.00	x	\$283	=	\$566	n/a	
144	Re-Inspection Fee (Fire Development): For failure to cancel appointments, work not ready for inspection or more than two inspections	2.00	x	\$283	=	\$566	n/a	
145	Re-Inspection Fee (CUPA Operational): For failure to cancel appointments, work not ready for inspection or more than two inspections	2.00	x	\$283	=	\$566	n/a	
146	Expired Fire Development Construction Permit							
	a) Permit Reactivation Fee	4.00	x	\$283	=	\$1,132	\$393	35%
	b) Plan Review Reactivation Fee	4.00	x	\$283	=	\$1,132	\$393	35%
147	Expired CUPA Development Construction Permit							
	a) Permit Reactivation Fee	4.00	x	\$283	=	\$1,132	\$393	35%
	b) Plan Review Reactivation Fee	4.00	x	\$283	=	\$1,132	\$393	35%
148	Late Payment of CUPA Permit Fee - 31-60 days late						25% of Assessed Fees	
149	Late Payment of CUPA Permit Fee - 61-90 days late						50% of Assessed Fees	
150	Late Payment of CUPA Permit Fee - Over 90 days late						100% of Assessed Fees	
151	Administrative Citations						Penalty as Assessed per CSC Municipal Code	
152	Late filing of documents/reports/information - Per Occurance						\$100	
153	Late filing of CUPA documents/reports/information - Per Occurance						n/a	
154	Late Payment of Fire Operational Permit Fee - >30 days						50% of Assessed Fee Not to Exceed \$500	
155	Late Payment of CUPA Permit Fee - >30 days						50% of Assessed Fee Not to Exceed \$500	

Fee Description		Proposed Fee	Proposed Cost Recovery	Proposed Change \$	Proposed Change %	Unit	Notes
Penalty Fees							
141	False Alarm Responses: After third time in 180 day period per response	\$495	100%	\$93	23%		
142	Re-Inspection (Development) Fee: For failure to cancel appointments, work not ready for inspection or more than two inspections	\$566	100%	\$163	40%		
143	Re-Inspection (CUPA Development) Fee: For failure to cancel appointments, work not ready for inspection or more than two inspections	\$566	100%	new	new		
144	Re-Inspection Fee (Fire Development): For failure to cancel appointments, work not ready for inspection or more than two inspections	\$566	100%	new	new		
145	Re-Inspection Fee (CUPA Operational): For failure to cancel appointments, work not ready for inspection or more than two inspections	\$566	100%	new	new		
146	Expired Fire Development Construction Permit						
	a) Permit Reactivation Fee	\$1,132	100%	\$739	188%		
	b) Plan Review Reactivation Fee	\$1,132	100%	\$739	188%		
147	Expired CUPA Development Construction Permit						
	a) Permit Reactivation Fee	\$1,132	100%	\$739	188%		
	b) Plan Review Reactivation Fee	\$1,132	100%	\$739	188%		
148	Late Payment of CUPA Permit Fee - 31-60 days late						
149	Late Payment of CUPA Permit Fee - 61-90 days late						
150	Late Payment of CUPA Permit Fee - Over 90 days late						
151	Adminstrative Citations	Penalty as Assessed per CSC Municipal Code					
152	Late filing of documents/reports/information - Per Occurance	\$100					
153	Late filing of CUPA documents/reports/information - Per Occurance	\$500		new	new		
154	Late Payment of Fire Operational Permit Fee - >30 days	50% of Assessed Fee Not to Exceed \$500					
155	Late Payment of CUPA Permit Fee - >30 days	50% of Assessed Fee Not to Exceed \$500					

City of Santa Clara

Cost of Service Study for Analyzing User and Regulatory Fees

Calculation of the Cost of Providing Fee Related Services - Fire - Community Risk Reduction Fees

Fee Description		Service Time		Hourly Rate	=	Cost of Service	Current Fee	Current Cost Recovery
	Document Fees							
156	Microfilm Copies	0.25	x	\$283	=	\$71	\$25 plus Actual Cost	
157	Photographs	0.25	x	\$283	=	\$71	\$25 plus Actual Cost	

Fee Description		Proposed Fee	Proposed Cost Recovery	Proposed Change \$	Proposed Change %	Unit	Notes
	Document Fees						
156	Microfilm Copies	Actual Cost		\$0	0%	plus actual cost	
157	Photographs	Actual Cost		\$0	0%	plus actual cost	

Fee Description		Service Time		Hourly Rate	=	Cost of Service	Current Fee	Current Cost Recovery
CUPA Fees								
158	Hazardous Waste Generator Fees							
	a) Less than 100 Kg per year	1.75	x	\$283	=	\$495	\$451	91%
	b) 100Kg up to 999 kg per year	2.50	x	\$283	=	\$708	\$666	94%
	c) 1,000Kg up to 4.99 tons per year	3.50	x	\$283	=	\$991	\$805	81%
	d) 5 tons to less than 25 tons per year	5.00	x	\$283	=	\$1,415	\$1,125	80%
	e) 25 tons and greater per year	6.00	x	\$283	=	\$1,698	\$1,239	73%
159	California Accidental Release Program (CALARP) Fees							
	a) CalARP Facility Operating Permit Program 1	10.00	x	\$283	=	\$2,830	\$2,340	83%
	b) CalARP Facility Operating Permit Program 2	12.00	x	\$283	=	\$3,396	\$2,808	83%
	c) CalARP Facility Operating Permit Program 3	12.00	x	\$283	=	\$3,396	\$2,808	83%
	d) RMP Review Fee (per hour)	1.00	x	\$283	=	\$283	\$279	99%
160	Onsite treatment of Hazardous Waste Annual Fee - Highest Tier							
	a) Permit by Rule	8.00	x	\$283	=	\$2,264	\$1,794	79%
	b) Conditionally Authorized	5.00	x	\$283	=	\$1,415	\$1,183	84%
	c) Conditionally Exempt	2.00	x	\$283	=	\$566	\$468	83%
161	State of California Annual Surcharges							
	a) CUPA Oversight Fee						As Determined by State Regulation	
	b) Underground Tank Fee						As Determined by State Regulation	
	c) California Accidental Release Prevention Program						As Determined by State Regulation	
	d) Aboveground Petroleum Storage Act						As Determined by State Regulation	
162	Aboveground Petroleum Storage Tank Program							
	a) <1,320 gallon capacity	2.50	x	\$283	=	\$708	\$578	82%
	b) 1,320-10,000 gallon capacity	4.00	x	\$283	=	\$1,132	\$832	73%
	c) More than 10,000 gallon capacity	5.00	x	\$283	=	\$1,415	\$1,084	77%
	d) Tank in Underground Area (TIUGA)	2.00	x	\$283	=	\$566	\$492	87%
163	Underground Hazardous Materials Tank							
	a) First Tank	7.25	x	\$283	=	\$2,052	\$1,646	80%
	b) Each additional tank	2.00	x	\$283	=	\$566	\$502	89%
164	Hazardous Materials Business Plan							
	a) 1-3 chemicals	3.00	x	\$283	=	\$849	\$605	71%
	b) 4-6 chemicals	4.00	x	\$283	=	\$1,132	\$864	76%
	c) 7-9 chemicals	6.00	x	\$283	=	\$1,698	\$1,297	76%
	d) 10-15 chemicals	8.00	x	\$283	=	\$2,264	\$1,743	77%
	e) 16-21 chemicals	10.00	x	\$283	=	\$2,830	\$2,206	78%
	f) Each additional chemical >21 chemicals	0.25	x	\$283	=	\$71	\$61	86%
165	Field Sample - Environmental Laboratory Analysis					Actual Cost	n/a	
166	Miscellaneous CUPA Inspection, CUPA Plan Reviews, CUPA Field Sampling, or CUPA	1.00		\$283		\$283	n/a	

Fee Description	Proposed Fee	Proposed Cost Recovery	Proposed Change \$	Proposed Change %	Unit	Notes
CUPA Fees						
158 Hazardous Waste Generator Fees						
a) Less than 100 Kg per year	\$473	96%	\$22	5%	annual	
b) 100Kg up to 999 kg per year	\$686	97%	\$20	3%		
c) 1,000Kg up to 4.99 tons per year	\$897	91%	\$92	11%		
d) 5 tons to less than 25 tons per year	\$1,270	90%	\$145	13%	annual	
e) 25 tons and greater per year	\$1,468	86%	\$229	18%	annual	
159 California Accidental Release Program (CALARP) Fees						
a) CalARP Facility Operating Permit Program 1	\$2,585	91%	\$245	10%	annual	
b) CalARP Facility Operating Permit Program 2	\$3,102	91%	\$294	10%	annual	
c) CalARP Facility Operating Permit Program 3	\$3,102	91%	\$294	10%	annual	
d) RMP Review Fee (per hour)	\$283	100%	\$4	1%	per hour	
160 Onsite treatment of Hazardous Waste Annual Fee - Highest Tier						
a) Permit by Rule	\$2,029	90%	\$235	13%	annual	
b) Conditionally Authorized	\$1,299	92%	\$116	10%	annual	
c) Conditionally Exempt	\$517	91%	\$49	10%	annual	
161 State of California Annual Surcharges						
a) CUPA Oversight Fee	As Determined by State Regulation					
b) Underground Tank Fee	As Determined by State Regulation					
c) California Accidental Release Prevention Program	As Determined by State Regulation					
d) Aboveground Petroleum Storage Act	As Determined by State Regulation					
162 Aboveground Petroleum Storage Tank Program						
a) <1,320 gallon capacity	\$642	91%	\$64	11%	annual	
b) 1,320-10,000 gallon capacity	\$982	87%	\$150	18%	annual	
c) More than 10,000 gallon capacity	\$1,249	88%	\$165	15%	annual	
d) Tank in Underground Area (TIUGA)	\$529	93%	\$37	8%	annual	
163 Underground Hazardous Materials Tank						
a) First Tank	\$1,848	90%	\$202	12%	annual	
b) Each additional tank	\$534	94%	\$32	6%	annual	
164 Hazardous Materials Business Plan						
a) 1-3 chemicals	\$727	86%	\$122	20%	annual	
b) 4-6 chemicals	\$998	88%	\$134	16%	annual	
c) 7-9 chemicals	\$1,497	88%	\$200	15%	annual	
d) 10-15 chemicals	\$2,003	88%	\$260	15%	annual	
e) 16-21 chemicals	\$2,518	89%	\$312	14%	annual	
f) Each additional chemical >21 chemicals	\$65	92%	\$4	7%	annual	
165 Field Sample - Environmental Laboratory Analysis	Actual Cost		new	new		
166 Miscellaneous CUPA Inspection, CUPA Plan Reviews, CUPA Field Sampling, or CUPA	\$283		new	new	per hour	

City of Santa Clara

Cost of Service Study for Analyzing User and Regulatory Fees

Calculation of the Cost of Providing Fee Related Services - Fire - Community Risk Reduction Fees

Fee Description		Service Time	Hourly Rate	Cost of Service	Current Fee	Current Cost Recovery
167	EMS Fees Ambulance Transport Fee				As Determined by the County of Santa Clara	

City of Santa Clara

Cost of Service Study for Analyzing User and Regulatory Fees

Calculation of the Cost of Providing Fee Related Services - Fire - Community Risk Reduction Fees

Fee Description		Proposed Fee	Proposed Cost Recovery	Proposed Change \$	Proposed Change %	Unit	Notes
167	EMS Fees Ambulance Transport Fee	As Determined by the County of Santa Clara		new	new		

City of Santa Clara
 User and Regulatory Fee Study
 Allocation of Annual Labor Effort - Fire - Protection - Emergency Response

Position [a]	FTE [a]	Total Hours Per FTE [b]	Less: Holiday & Leave [c]	Productive Hours Per FTE	Total Productive Hours	Indirect [d]	Direct [d]	Total	Total Indirect Hours	Total Direct Hours	Total Hours	Total Salary Top Step [e]	Annual Salary
Battalion Chief (24 Hours)	3.00	2,912	-	2,912	8,736	20%	80%	100%	1,747	6,989	8,736	\$103	\$897,275
Fire Captain	34.00	2,912	-	2,912	99,008	20%	80%	100%	19,802	79,206	99,008	\$74	\$7,329,562
Driver Engineer	40.00	2,912	-	2,912	116,480	20%	80%	100%	23,296	93,184	116,480	\$65	\$7,628,275
Firefighter I/II	60.00	2,912	-	2,912	174,720	20%	80%	100%	34,944	139,776	174,720	\$61	\$10,615,987
Total	137.00				398,944				79,789	319,155	398,944		\$26,471,099
Deputy Fire Chief	1.00	2,080	216	1,864	1,864	20%	80%	100%	373	1,491	1,864	\$166	\$345,550
Total	138.00				400,808				80,162	320,646	400,808		\$26,816,650
Total									20%	80%	100%		

[a] Source: FY 23/24 & 24/25 Adopted budget.

[b] Based on 56 hour week * 52 weeks per year for 24 hour employees.

[c] Amount intended to serve as reasonable estimate. Amount will vary annually, and by employee. Amount assumes twelve days holiday, ten days vacation/personal leave, five days sick leave.

[d] Amounts intended to serve as reasonable estimates developed for purposes of this analysis. Amount will vary annually, and by employee. Amount based on position and consultant experience working with similar municipalities.

[e] Source: City of Santa Clara Salary Plans Effective 12/24/2023.

City of Santa Clara
 User and Regulatory Fee Study
 Hourly Rate Calculation - Fire - Field Operations

FY 23/24 Forecast Expenses [a]			Gen Fd	Fd 178				
Program			7822	7822				
Fund #	Fund Desc	Account Desc	Protection - Emerg Resp	Protection - Emerg Resp	Subtotal	Adjustment	Total	Notes
All	All	87010 - Salary And Wages - Regular	\$24,823,006	\$1,999,904	\$26,822,910	\$0	\$26,822,910	
All	All	87011 - Salary Attrition and VTO	\$0	\$0	\$0	\$0	\$0	
All	All	87030 - S & W - O.T. Vacation Relief	\$2,563,000	\$0	\$2,563,000	\$0	\$2,563,000	
All	All	87040 - Salary And Wages - Holiday Pay	\$1,731,125	\$155,988	\$1,887,113	\$0	\$1,887,113	
All	All	87110 - Contra 870x0-Reimbd Sal & Wage	\$0	\$0	\$0	\$0	\$0	
All	All	1 Salary Accounts	\$29,117,131	\$2,155,892	\$31,273,023	\$0	\$31,273,023	
All	All	87211 - PERS - Safety	\$15,264,720	\$1,286,334	\$16,551,054	\$0	\$16,551,054	
All	All	87212 - PERS - Misc	\$89,222	\$0	\$89,222	\$0	\$89,222	
All	All	87221 - Medicare	\$406,502	\$32,418	\$438,920	\$0	\$438,920	
All	All	87224 - Medicare OT	\$0	\$0	\$0	\$0	\$0	
All	All	87230 - Health Allocation	\$2,063,521	\$407,016	\$2,470,537	\$0	\$2,470,537	
All	All	87241 - Dental - City Paid	\$275	\$0	\$275	\$0	\$275	
All	All	87250 - Basic Life Insurance	\$3,168	\$432	\$3,600	\$0	\$3,600	
All	All	87270 - Uniform Allowance	\$24,240	\$3,600	\$27,840	\$0	\$27,840	
All	All	87271 - VEBA	\$360,000	\$54,000	\$414,000	\$0	\$414,000	
All	All	87272 - EAP	\$5,760	\$864	\$6,624	\$0	\$6,624	
All	All	87273 - Professional Development	\$2,000	\$0	\$2,000	\$0	\$2,000	
All	All	87275 - Mobile Phone Allowance	\$1,920	\$0	\$1,920	\$0	\$1,920	
All	All	87276 - BCN	\$4,320	\$648	\$4,968	\$0	\$4,968	
All	All	87280 - City Paid Deferred Comp Exp	\$2,760	\$0	\$2,760	\$0	\$2,760	
All	All	87390 - OPEB	\$438,000	\$65,700	\$503,700	\$0	\$503,700	
All	All	2 Benefit Accounts	\$18,666,408	\$1,851,012	\$20,517,420	\$0	\$20,517,420	
All	All	87500 - Operating Supplies	\$359,847	\$0	\$359,847	\$0	\$359,847	
All	All	87600 - Maintenance	\$157,854	\$0	\$157,854	\$0	\$157,854	
All	All	87825 - Conference, Travel and Training	\$2,165	\$0	\$2,165	\$0	\$2,165	
All	All	87865 - Subscription based IT arrangmnt	\$47,096	\$0	\$47,096	\$0	\$47,096	
All	All	87870 - Contractual Serv Not Class	\$206,447	\$0	\$206,447	\$0	\$206,447	
All	All	87900 - Rent Expense	\$3,030	\$0	\$3,030	\$0	\$3,030	
All	All	3 Mat/Serv/Sup	\$776,439	\$0	\$776,439	\$0	\$776,439	
All	All	87640 - Vehicle Equipment Maintenance	\$821,833	\$0	\$821,833	\$0	\$821,833	
All	All	87650 - Technical Services Maintenance	\$0	\$0	\$0	\$0	\$0	
All	All	87660 - Workers Comp Insurance	\$1,445,843	\$0	\$1,445,843	\$0	\$1,445,843	
All	All	87680 - Unemployment Insurance	\$0	\$0	\$0	\$0	\$0	
All	All	87740 - Vehicle Equipment Amortization	\$996,399	\$0	\$996,399	\$0	\$996,399	
All	All	87750 - Communi Equipment Amortization	\$205,456	\$0	\$205,456	\$0	\$205,456	
All	All	87840 - Insurance And Surety Bonds	\$0	\$0	\$0	\$0	\$0	
All	All	5 Interfund Services	\$3,469,531	\$0	\$3,469,531	\$0	\$3,469,531	
Subtotal			\$52,029,509	\$4,006,904	\$56,036,413	\$0	\$56,036,413	

City of Santa Clara
 User and Regulatory Fee Study
 Hourly Rate Calculation - Fire - Field Operations
Adjustments for Fully-Burdened Hourly Rate Calculation

Allocation of Citywide Overhead

Description	Protection - Emerg Resp	Protection - Emerg Resp	Subtotal	Adjustment	Total	Notes
Allocation of Citywide Overhead - Services from Other Funds CAP Plan Amount	\$2,620,041	\$7,190	\$2,627,231	\$0	\$2,627,231	[b]
Adjustment for FY 2024/25	2%	2%	2%	2%	2%	[c]
Allocation of Citywide Overhead - Services from Other Funds CAP Plan Amount	\$2,672,442	\$7,334	\$2,679,776	\$0	\$2,679,776	

Department Administration Costs Assigned to Protection - Emergency Response

Description	Total	Notes
Department Administration	\$5,165,915	[d]
Subtotal	\$5,165,915	

Total Divisional Costs

Description	Total	Notes
Total	\$63,882,104	

Calculation of Fully-Burdened Hourly Rate

Description	Total
Divisional Expenses	\$63,882,104
Direct Hours	398,944
Total	\$160

Full Cost Factors for Hourly Rate Buildup

Description	Total	Share	Hourly Rate
Personnel	\$51,790,443	81%	\$130
Equipment	\$0	0%	\$0
Materials / Supplies	\$4,245,970	7%	\$11
Other Costs	\$0	0%	\$0
Overhead	\$7,845,691	12%	\$20
Total	\$63,882,104	100%	\$160

City of Santa Clara
 User and Regulatory Fee Study
 Hourly Rate Calculation - Fire - Field Operations
Information Below is for Use if City Desires to Use Positional Hourly Billing Rates

Scenario 1: Uniform Assignment of Materials and Overhead Costs Per Hour

Calculate Benefit Ratio

Salary Accounts	\$26,822,910
Benefit Accounts	\$20,517,420
Total	0.76

Calculation of Direct Hours Ratio (Billing Factor)

Description	Base Hrs Per FTE	Adjust for Typical Leave	Productive Hours	Direct Hours %	Direct Hours Per FTE	Notes
Hours	2,912	0	2,912	80%	2,330	
Direct Hours Bill Factor (For Every \$ of Salary Add this amount to account for Direct Hrs v. Total Hrs.)					1.25	

Position	Top Step Hrly [e]	Benefits	Subtotal Labor Costs	Adjust for Direct Hours	Total Labor Rate	Add: M'tls / Supplies	Add: Overhead	Total Hourly Rate
Battalion Chief (24 Hours)	\$103	\$79	\$181	1.25	\$227	\$11	\$20	\$257
Fire Captain	\$74	\$57	\$131	1.25	\$163	\$11	\$20	\$194
Driver Engineer	\$65	\$50	\$116	1.25	\$144	\$11	\$20	\$175
Firefighter I/II	\$61	\$46	\$107	1.25	\$134	\$11	\$20	\$164
Deputy Fire Chief	\$166	\$127	\$293	1.25	\$367	\$11	\$20	\$397

Scenario 2: Assignment of a Common Indirect Rate Factor that Can Be Applied to Base Hourly Wage Rate to Calculate Fully-Burdened Hourly Billing Rate by Position

Description	FTE	Hours Per FTE	Total Hours	Salaries and Wages	Hourly Wage Rate Only	Burdened Hourly Rate	ICR Multiplier	Notes
Total	137.00	2,912	398,944	\$26,471,099	\$66	\$160	2.41	

[a] Source: FY 23/24 & 24/25 Adopted budget.

[b] Source: Citywide Cost Allocation Plan.

[c] Aligns to City's typical budgeting practice of increasing cost allocation amounts by 2% for second year of adopted budget.

[d] To account for department admin support provided but not directly budgeted to direct service units. See Fire Department - Department Administration cost allocation worksheet.

[e] Source: City of Santa Clara Salary Plans Effective 12/24/2023.

City of Santa Clara
 User and Regulatory Fee Study
 Allocation of Annual Labor Effort - Fire - Training

Position [a]	FTE [a]	Total Hours Per FTE [b]	Less: Holiday & Leave [c]	Productive Hours Per FTE	Total Productive Hours	Indirect [d]	Direct [d]	Total	Total Indirect Hours	Total Direct Hours	Total Hours	Total Salary Top Step [e]	Annual Salary
Battalion Chief	1.00	2,080	216	1,864	1,864	0%	100%	100%	-	1,864	1,864	\$151	\$314,059
Fire Captain - Training	1.00	2,080	216	1,864	1,864	0%	100%	100%	-	1,864	1,864	\$115	\$239,429
Office Specialist II	1.00	2,080	216	1,864	1,864	0%	100%	100%	-	1,864	1,864	\$45	\$92,934
Total	3.00				5,592				-	5,592	5,592		\$646,422
Total									0%	100%	100%		

[a] Source: FY 23/24 & 24/25 Adopted budget.

[b] Based on 40 hour week * 52 weeks per year.

[c] Amount intended to serve as reasonable estimate. Amount will vary annually, and by employee. Amount assumes twelve days holiday, ten days vacation/personal leave, five days sick leave.

[d] Amounts intended to serve as reasonable estimates developed for purposes of this analysis. Amount will vary annually, and by employee. Amount based on position and consultant experience working with similar municipalities.

[e] Source: City of Santa Clara Salary Plans Effective 12/24/2023.

City of Santa Clara
 User and Regulatory Fee Study
 Hourly Rate Calculation - Fire - Training

FY 23/24 Forecast Expenses [a]		Program	7841			
Fund #	Fund Desc	Account Desc	Training	Adjustment	Total	Notes
001	General Fund	87010 - Salary And Wages - Regular	\$667,619	\$0	\$667,619	
001	General Fund	87011 - Salary Attrition and VTO	\$0	\$0	\$0	
001	General Fund	87030 - S & W - O.T. Vacation Relief	\$37,697	\$0	\$37,697	
001	General Fund	87040 - Salary And Wages - Holiday Pay	\$18,113	\$0	\$18,113	
001	General Fund	87110 - Contra 870x0-Reimbd Sal & Wage	\$0	\$0	\$0	
001	General Fund	1 Salary Accounts	\$723,429	\$0	\$723,429	
001	General Fund	87211 - PERS - Safety	\$312,901	\$0	\$312,901	
001	General Fund	87212 - PERS - Misc	\$29,298	\$0	\$29,298	
001	General Fund	87221 - Medicare	\$9,505	\$0	\$9,505	
001	General Fund	87222 - Social Security	\$4,799	\$0	\$4,799	
001	General Fund	87224 - Medicare OT	\$0	\$0	\$0	
001	General Fund	87230 - Health Allocation	\$75,516	\$0	\$75,516	
001	General Fund	87241 - Dental - City Paid	\$550	\$0	\$550	
001	General Fund	87242 - Long Term Disability-City Paid	\$432	\$0	\$432	
001	General Fund	87243 - Vision- City Paid	\$111	\$0	\$111	
001	General Fund	87250 - Basic Life Insurance	\$156	\$0	\$156	
001	General Fund	87270 - Uniform Allowance	\$460	\$0	\$460	
001	General Fund	87271 - VEBA	\$6,600	\$0	\$6,600	
001	General Fund	87272 - EAP	\$144	\$0	\$144	
001	General Fund	87273 - Professional Development	\$500	\$0	\$500	
001	General Fund	87275 - Mobile Phone Allowance	\$0	\$0	\$0	
001	General Fund	87276 - BCN	\$72	\$0	\$72	
001	General Fund	87280 - City Paid Deferred Comp Exp	\$2,760	\$0	\$2,760	
001	General Fund	87390 - OPEB	\$10,950	\$0	\$10,950	
001	General Fund	2 Benefit Accounts	\$454,754	\$0	\$454,754	
001	General Fund	87500 - Operating Supplies	\$62,588	(\$62,588)	\$0	
001	General Fund	87800 - Miscellaneous Serv & Supplies	\$0	\$0	\$0	
001	General Fund	87825 - Conference, Travel and Training	\$82,264	(\$82,264)	\$0	
001	General Fund	87865 - Subscription based IT arrangmnt	\$1,995	(\$1,995)	\$0	
001	General Fund	87870 - Contractual Serv Not Class	\$11,040	(\$11,040)	\$0	
001	General Fund	87900 - Rent Expense	\$3,464	(\$3,464)	\$0	
001	General Fund	3 Mat/Serv/Sup	\$161,351	(\$161,351)	\$0	
001	General Fund	87640 - Vehicle Equipment Maintenance	\$16,317	(\$16,317)	\$0	
001	General Fund	87650 - Technical Services Maintenance	\$0	\$0	\$0	
001	General Fund	87660 - Workers Comp Insurance	\$38,857	\$0	\$38,857	
001	General Fund	87680 - Unemployment Insurance	\$0	\$0	\$0	
001	General Fund	87740 - Vehicle Equipment Amortization	\$8,587	\$0	\$8,587	
001	General Fund	87840 - Insurance And Surety Bonds	\$0	\$0	\$0	
001	General Fund	5 Interfund Services	\$63,761	(\$16,317)	\$47,444	
Subtotal			\$1,403,295	(\$177,668)	\$1,225,627	

Adjustments for Fully-Burdened Hourly Rate Calculation

Allocation of Citywide Overhead

Description	Training	Adjustment	Total	Notes
Allocation of Citywide Overhead - Services from Other Funds CAP Plan Amount	\$77,730	\$0	\$77,730	[b]
Adjustment for FY 2024/25	2%	2%	2%	[c]
Allocation of Citywide Overhead - Services from Other Funds CAP Plan Amount	\$79,285	\$0	\$79,285	

Department Administration Costs Assigned to Protection - Emergency Response

Description	Total	Notes
Department Administration	\$112,302	[d]
Subtotal	\$112,302	

Total Divisional Costs

Description	Total	Notes
Total	\$1,417,214	

Calculation of Fully-Burdened Hourly Rate

Description	Total
Divisional Expenses	\$1,417,214
Direct Hours	5,592
Total	\$253

Full Cost Factors for Hourly Rate Buildup

Description	Total	Share	Hourly Rate
Personnel	\$1,178,183	83%	\$211
Equipment	\$0	0%	\$0
Materials / Supplies	\$47,444	3%	\$8
Other Costs	\$0	0%	\$0
Overhead	\$191,587	14%	\$34
Total	\$1,417,214	100%	\$253

Information Below is for Use if City Desires to Use Positional Hourly Billing Rates

Scenario 1: Uniform Assignment of Materials and Overhead Costs Per Hour

Calculate Benefit Ratio

Salary Accounts	\$667,619
Benefit Accounts	\$454,754
Total	0.68

Calculation of Direct Hours Ratio (Billing Factor)

Description	Base Hrs Per FTE	Adjust for Typical Leave	Productive Hours	Direct Hours %	Direct Hours Per FTE	Notes
Hours	2,080	(216)	1,864	100%	1,864	
Direct Hours Bill Factor (For Every \$ of Salary Add this amount to account for Direct Hrs v. Total Hrs.)					1.12	

Position	Top Step Hrly [c]	Benefits	Subtotal Labor Costs	Adjust for Direct Hours	Total Labor Rate	Add: M'tls / Supplies	Add: Overhead	Total Hourly Rate
Battalion Chief	\$151	\$103	\$254	1.12	\$283	\$8	\$34	\$326
Fire Captain - Training	\$115	\$78	\$194	1.12	\$216	\$8	\$34	\$259
Office Specialist II	\$45	\$30	\$75	1.12	\$84	\$8	\$34	\$127

Scenario 2: Assignment of a Common Indirect Rate Factor that Can Be Applied to Base Hourly Wage Rate to Calculate Fully-Burdened Hourly Billing Rate by Position

Calculation of Fully-Burdened Hourly Rate Billing Factor (Apply Factor to Top Step Salary for Positional Rates)

Description	FTE	Hours Per FTE	Total Hours	Salaries and Wages	Hourly Wage Rate Only	Burdened Hourly Rate	ICR Multiplier	Notes
Total	3.00	2,080	6,240	\$646,422	\$104	\$253	2.45	

[a] Source: FY 23/24 & 24/25 Adopted budget.

[b] Source: Citywide Cost Allocation Plan.

[c] Aligns to City's typical budgeting practice of increasing cost allocation amounts by 2% for second year of adopted budget.

[d] To account for department admin support provided but not directly budgeted to direct service units. See Fire Department - Department Administration cost allocation worksheet.

[e] Source: City of Santa Clara Salary Plans Effective 12/24/2023.

Fee Description	B'tln Chief - Train'g	Fire Prev'ntn	Fire Captain - Training	Office Spec'lst	B'tln Chief	Fire Captain 24 Hrs	Driver / Engin'r	Fire Fighter	Total
Training Fees									
1 CPR - Adult Heart Saver (4 hours)						3.75	1.25	2.50	7.50
2 CPR - Adult/Pediatric Heart Saver (6 hours)						5.25	1.75	3.50	10.50
3 First Aid (4 hours)						3.75	1.25	2.50	7.50
4 PALS/ACLS Recognition (2 days)			2.67			5.33	2.67	5.33	16.00
5 PALS/ACLS Re-Recognition (1 day)			1.33			2.67	1.33	2.67	8.00
6 Fire Extinguisher Training (2 hours)		0.50				0.75	0.25	0.50	2.00
7 Fire Safety and Evacuation Training Lecture (2 hours)	0.25	0.50				0.50	0.25	0.50	2.00
RENTAL FEES									
Facility Rental Fees									
8 Headquarters' Conference Room Rental	0.25			1.00					1.25
9 Training Center: Classroom (Limit 80 persons)	0.25			1.00					1.25
10 Training Center: Classroom (Limit 30 persons)	0.25			1.00					1.25
11 Training Center: Classroom (Limit 20 persons)	0.25			1.00					1.25
12 Training Center: Drill Grounds/Tower	0.25			1.00					1.25
Resource Fees									
13 Stand-by (One Engine for Permitted Activity)						0.75	0.75	1.50	3.00
14 Fire Watch (Per Person Per Hour)		1.00							1.00
15 Water Clean-up - Industrial and Commercial (1 Engine)						1.00	1.00	1.00	3.00
16 Water Clean-up - Industrial and Commercial (1 Truck)						1.00	1.00	2.00	4.00
17 Water Clean-up - Industrial and Commercial (1 Haz-Mat)							1.00		1.00
18 Water Clean-up - Industrial and Commercial (1 Battalion Chief)					1.00				1.00
19 DUI Fire Response						1.00	1.00	1.00	3.00
20 False Alarm Response						0.33	0.33	0.33	1.00

[a] Add to False Alarm fee in penalty schedule.

City of Santa Clara

Cost of Service Study for Analyzing User and Regulatory Fees

Calculation of the Estimated Costs of Providing Fee Related Services - Fire Training & Resour

Fee Description	Cost of Service							Estimated Cost of Service	
	\$326	\$283	\$259	\$127	\$257	\$194	\$175		\$164
	B'tln Chief - Train'g	Fire Prev'ntn	Fire Captain - Training	Office Spec'lst	B'tln Chief	Fire Captain 24 Hrs	Driver / Engin'r	Fire Fighter	
Training Fees									
1	CPR - Adult Heart Saver (4 hours)					\$728	\$219	\$410	\$1,356
2	CPR - Adult/Pediatric Heart Saver (6 hours)					\$1,019	\$306	\$574	\$1,899
3	First Aid (4 hours)					\$728	\$219	\$410	\$1,356
4	PALS/ACLS Recognition (2 days)		\$691			\$1,035	\$467	\$875	\$3,067
5	PALS/ACLS Re-Recognition (1 day)		\$345			\$517	\$233	\$437	\$1,533
6	Fire Extinguisher Training (2 hours)	\$142				\$146	\$44	\$82	\$413
7	Fire Safety and Evacuation Training Lecture (2 hours)	\$82	\$142			\$97	\$44	\$82	\$446
RENTAL FEES									
Facility Rental Fees									
8	Headquarters' Conference Room Rental	\$82		\$127					\$209
9	Training Center: Classroom (Limit 80 persons)	\$82		\$127					\$209
10	Training Center: Classroom (Limit 30 persons)	\$82		\$127					\$209
11	Training Center: Classroom (Limit 20 persons)	\$82		\$127					\$209
12	Training Center: Drill Grounds/Tower	\$82		\$127					\$209
Resource Fees									
13	Stand-by (One Engine for Permitted Activity)					\$146	\$131	\$246	\$523
14	Fire Watch (Per Person Per Hour)	\$283							\$283
15	Water Clean-up - Industrial and Commercial (1 Engine)					\$194	\$175	\$164	\$533
16	Water Clean-up - Industrial and Commercial (1 Truck)					\$194	\$175	\$328	\$697
17	Water Clean-up - Industrial and Commercial (1 Haz-Mat)						\$175		\$175
18	Water Clean-up - Industrial and Commercial (1 Battalion Chief)				\$257				\$257
19	DUI Fire Response					\$194	\$175	\$164	\$533
20	False Alarm Response					\$65	\$58	\$55	\$178

[a] Add to False Alarm fee in penalty schedule.

Fee Description	Cost Recovery Information						Unit	Notes
	Current Fee	Current Cost Recovery	Proposed Fee	Proposed Cost Recovery	Change \$	Change %		
Training Fees								
1 CPR - Adult Heart Saver (4 hours)	\$1,302	96%	\$1,356	100%	\$54	4%	per 6 persons	
2 CPR - Adult/Pediatric Heart Saver (6 hours)	\$1,823	96%	\$1,898	100%	\$75	4%	per 6 persons	
3 First Aid (4 hours)	\$1,302	96%	\$1,356	100%	\$54	4%	per 6 persons	
4 PALS/ACLS Recognition (2 days)	\$2,937	96%	\$3,066	100%	\$129	4%	per 6 persons	
5 PALS/ACLS Re-Recognition (1 day)	\$1,468	96%	\$1,533	100%	\$65	4%	per 6 persons	
6 Fire Extinguisher Training (2 hours)	\$400	97%	\$412	100%	\$12	3%	limit 12 persons	
7 Fire Safety and Evacuation Training Lecture (2 hours)	\$431	97%	\$445	100%	\$14	3%	limit 20 persons	
RENTAL FEES								
Facility Rental Fees								
8 Headquarters' Conference Room Rental	\$199	95%	\$208	100%	\$9	5%	per hour	
9 Training Center: Classroom (Limit 80 persons)	\$199	95%	\$208	100%	\$9	5%	per hour	
10 Training Center: Classroom (Limit 30 persons)	\$199	95%	\$208	100%	\$9	5%	per hour	
11 Training Center: Classroom (Limit 20 persons)	\$199	95%	\$208	100%	\$9	5%	per hour	
12 Training Center: Drill Grounds/Tower	\$199	95%	\$208	100%	\$9	5%	per hour	
Resource Fees								
13 Stand-by (One Engine for Permitted Activity)	\$503	96%	\$522	100%	\$19	4%	per hour	
14 Fire Watch (Per Person Per Hour)	\$279	99%	\$283	100%	\$4	1%	per hour	
15 Water Clean-up - Industrial and Commercial (1 Engine)	\$513	96%	\$533	100%	\$20	4%	per hour	
16 Water Clean-up - Industrial and Commercial (1 Truck)	\$671	96%	\$697	100%	\$26	4%	per hour	
17 Water Clean-up - Industrial and Commercial (1 Haz-Mat)	\$170	97%	\$175	100%	\$5	3%	per hour	
18 Water Clean-up - Industrial and Commercial (1 Battalion Chief)	\$244	95%	\$257	100%	\$13	5%	per hour	
19 DUI Fire Response	\$513	96%	\$533	100%	\$20	4%	per hour	
20 False Alarm Response							each	[a]

[a] Add to False Alarm fee in penalty schedule.



**City of
Santa Clara**
The Center of What's Possible

User and Regulatory Fees

Cost of Service Analysis

Parks and Recreation Department - Reserved Field Use by Non-Profit Groups

City of Santa Clara
 Cost of Service Study for Analyzing User and Regulatory Fees
 Parks and Recreation Department

Calculation of Departmental Costs

Department Administration

Description	Division	Divisional Budget	Allocation of Citywide Overhead	Total	Notes
1121 Parks & Recreation Administration	Department Admin	\$1,370,607	\$741,980	\$2,112,587	
1122 Park Development	Department Admin	\$194,532	\$5,744	\$200,276	
1123 Park Projects	Department Admin	\$52,865	\$1,471	\$54,336	
Total		\$1,618,004	\$749,195	\$2,367,199	

Parks Division

Description	Division	Divisional Budget	Allocation of Citywide Overhead	Total	Notes
1132 Parks	Direct / Indirect Svcs	\$8,663,696	\$1,467,355	\$10,131,051	
1133 Pools	Direct / Indirect Svcs	\$1,347,204	\$40,286	\$1,387,490	
1134 Buildings	Direct / Indirect Svcs	\$1,269,227	\$333,648	\$1,602,875	
1135 Operations	Direct / Indirect Svcs	\$511,990	\$57,607	\$569,597	
Total		\$11,792,117	\$1,898,897	\$13,691,014	

Recreation Division Administration

Description	Division	Divisional Budget	Allocation of Citywide Overhead	Total	Notes
1142 Recreation Administrative	Division Admin	\$369,424	\$50,498	\$419,922	
Total		\$369,424	\$50,498	\$419,922	

Special Events

Description	Division	Divisional Budget	Allocation of Citywide Overhead	Total	Notes
1171 Citywide Special Events	Recreation - Direct	\$672,886	\$20,307	\$693,193	
Total		\$672,886	\$20,307	\$693,193	

Direct Services - Recreation

Description	Division	Divisional Budget	Allocation of Citywide Overhead	Total	Notes
1141 Health and Wellness	Recreation - Direct	\$216,413	\$13,801	\$230,214	
1143 Youth Activity Center and Programs	Recreation - Direct	\$1,423,461	\$189,905	\$1,613,366	
1144 Senior Center and Therapeutic Rec	Recreation - Direct	\$1,595,843	\$193,105	\$1,788,948	
1145 Community Recreation Center and Programs	Recreation - Direct	\$2,863,936	\$308,122	\$3,172,058	
1146 Youth Sports	Recreation - Direct	\$533,064	\$4,849	\$537,913	
1147 Aquatics	Recreation - Direct	\$610,814	\$81,342	\$692,156	
1148 Sports and Athletics	Recreation - Direct	\$138,607	\$15,177	\$153,784	
1149 Youth and Teen Center	Recreation - Direct	\$339,875	\$101,108	\$440,983	
Total		\$7,722,013	\$907,408	\$8,629,421	

City of Santa Clara
 Cost of Service Study for Analyzing User and Regulatory Fees
 Parks and Recreation Department

Calculation of Departmental Costs

Direct Services - Senior Nutrition Program

Description	Division	Divisional Budget	Allocation of Citywide Overhead	Total	Notes
1112 Senior Nutrition Program	Senior Nutrition - Direct	\$152,363	\$0	\$152,363	
Total		\$152,363	\$0	\$152,363	

Direct Services - Cemetery

Description	Division	Divisional Budget	Allocation of Citywide Overhead	Total	Notes
1162 Maintenance of Grounds	Cemetery - Direct	\$740,689	\$0	\$740,689	
1163 Maintenance of Buildings	Cemetery - Direct	\$137,732	\$0	\$137,732	
1164 Operations	Cemetery - Direct	\$656,750	\$132,308	\$789,058	
0125 Cemetery Perpetual Care	Cemetery - Direct	\$500	\$0	\$500	
0131 Cemetery Endowment Care	Cemetery - Direct	\$30,000	\$2,089	\$32,089	
Total		\$1,565,671	\$134,397	\$1,700,068	
Total		\$23,892,478	\$3,760,702	\$27,653,180	

[a] Source: FY 23/24 adopted budget.

City of Santa Clara
 Cost of Service Study for Analyzing User and Regulatory Fees
 Parks and Recreation Department

Calculation of Departmental Costs

Description		Division	Direct Divisional Budget	Allocation of Citywide Overhead	Total	Allocate as Indirect Service	Adjustment 1	Allocation 1	Adjustment 2 & 3	Allocation 2	Allocation 3	Adjusted Total
1121	Parks & Recreation Administration	Department Admin	\$1,370,607	\$741,980	\$2,112,587	Yes - 1	(\$2,112,587)					\$0
1122	Park Development	Park Dev - Direct	\$194,532	\$5,744	\$200,276			\$17,861				\$218,138
1123	Park Projects	Park Projects - Direct	\$52,865	\$1,471	\$54,336			\$4,846				\$59,182
1171	Citywide Special Events	Special Events - Direct	\$672,886	\$20,307	\$693,193			\$61,821				\$755,014
1132	Parks	Direct / Indirect Svcs	\$8,663,696	\$1,467,355	\$10,131,051			\$903,520		\$479,007		\$11,513,579
1133	Pools	Direct / Indirect Svcs	\$1,347,204	\$40,286	\$1,387,490			\$123,741		\$65,602		\$1,576,833
1134	Buildings	Direct / Indirect Svcs	\$1,269,227	\$333,648	\$1,602,875			\$142,950		\$75,786		\$1,821,610
1135	Operations	Parks - Division Admin	\$511,990	\$57,607	\$569,597	Yes - 2		\$50,798	(\$620,395)			\$0
1142	Recreation Administrative	Rec - Division Admin	\$369,424	\$50,498	\$419,922	Yes - 3		\$37,450	(\$457,371)			\$0
1141	Health and Wellness	Recreation - Direct	\$216,413	\$13,801	\$230,214			\$20,531			\$12,202	\$262,947
1143	Youth Activity Center and Programs	Recreation - Direct	\$1,423,461	\$189,905	\$1,613,366			\$143,885			\$85,511	\$1,842,762
1144	Senior Center and Therapeutic Rec	Recreation - Direct	\$1,595,843	\$193,105	\$1,788,948			\$159,544			\$94,817	\$2,043,309
1145	Community Recreation Center and Programs	Recreation - Direct	\$2,863,936	\$308,122	\$3,172,058			\$282,894			\$168,124	\$3,623,076
1146	Youth Sports	Recreation - Direct	\$533,064	\$4,849	\$537,913			\$47,973			\$28,510	\$614,395
1147	Aquatics	Recreation - Direct	\$610,814	\$81,342	\$692,156			\$61,729			\$36,685	\$790,570
1148	Sports and Athletics	Recreation - Direct	\$138,607	\$15,177	\$153,784			\$13,715			\$8,151	\$175,649
1149	Youth and Teen Center	Recreation - Direct	\$339,875	\$101,108	\$440,983			\$39,328			\$23,373	\$503,684
Total			\$22,174,444	\$3,626,305	\$25,800,749		(\$2,112,587)	\$2,112,587	(\$1,077,767)	\$620,395	\$457,371	\$25,800,749

[a] Source: FY 23/24 adopted budget.

City of Santa Clara
 Cost of Service Study for Analyzing User and Regulatory Fees
 Parks and Recreation Department

Calculation of Annual Maintenance Costs of Amenities

Description	Acres	Building	Picnic Area	BBQs	Restrooms	Basketball Courts	Tennis Courts	Play Area	Softball Fields	Baseball Field	Soccer / Football Field Natural	Soccer / Football Field Synthetic	Swimming Pool	Total
Agnew	2.00	1	1		1	1		1						5
Bowers	7.00	1	1	1	1			1						5
Bracher	3.50		1	1	1			1						4
Central	52.00	1	1	1	1	1	1	1	2				1	10
City Plaza	1.00		1											1
Civic Center	3.00													0
Earl Carmichael	10.50		1	1	1	1	1	1		1				7
Everett Alvarez Jr.	1.50		1	1	1	1		1						5
Fairway Glen	4.00		1	1			1	1						4
Fremont	7.00			1				1						2
Fuller St	2.40		1	1	1			1						4
Geoff Goodfellow	0.30													0
Haines Int'l Swim Center													1	1
Henry Schmidt	8.00	1	1	1	1	1	1	1	1					8
Homeridge	6.00		1	1	1	1		1	1					6
Jenny Strand	5.00		1	1	1	1	1	1						6
Larry Marsalli	7.00		1	1	1			1	1					5
Lick Mill	10.50	1	1	1	1	1	1	1						7
Live Oak	11.00		1	1	1			1						4
Machado	3.50	1	1	1	1	1		1		1				7
Mary Gomez	8.00		1	1	1	1	1	1					1	7
Maywood	9.50	1	1	1	1		1	1						6
Montague	5.50	1	1	1	1	1	1	1						7
Montague Swim Center	1.50												1	1
Parkway	3.50		1	1	1			1						4
Reed & Grant Sports Park	9.75	1	1	1	1			1			1	4		10
Dog Park			1	1				1						3
Rotary	0.50		1	1				1						3
San Tomas & Monroe	2.00		1		1			1						3
Steve Carli	3.00				1	1		1		1				4
Thamien	3.50		1	1	1	1	1	1						6
Barrett Park	1.00		1		1			1						3
Ulastic (Open Space)														0
War Memorial Playground	1.00		1		1			1						3
Warburton	6.00		1	1	1	1		1					1	6
Washington Park Fields	3.50				1					1	1			3
Westwood Oaks	1.50	1	1		1	1		1						5
Youth Soccer Park	10.80	1			1						2	1		5
Total	215.75	11	29	24	28	15	10	30	5	4	4	5	5	170

Calculation of Annual Maintenance Costs of Amenities

Ongoing Operations and Maintenance Costs for Parks, Buildings, and Pools

Description	Budget Unit	Total Budget	C'wide Overhead Alloc	Subtotal	Share Allocated to Recreation Buildings	Share Allocated to Pools	Share Allocated to Sportsfields	Allocated to Other Intensive Use Areas (e.g. play areas, BBQ)	Share Allocated to Passive Areas (e.g. open space)	Note
Parks	1132	\$8,663,696	\$1,467,355	\$10,131,051			25%	50%	25%	
Pools	1133	\$1,347,204	\$40,286	\$1,387,490		100%				
Buildings	1134	\$1,269,227	\$333,648	\$1,602,875	100%					
Operations	1135	\$511,990	\$57,607	\$569,597	33%	33%	8%	17%	8%	
Total		\$11,792,117	\$1,898,897	\$13,691,014						

Ongoing Operations and Maintenance Costs for Parks, Buildings, and Pools

Description	Total Cost	Recreation Buildings	Pools	Sportsfields	Other Intensive Use Areas (e.g. play areas, BBQ)	Passive Areas (e.g. open space)
Parks	\$10,131,051	\$0	\$0	\$2,532,763	\$5,065,526	\$2,532,763
Pools	\$1,387,490	\$0	\$1,387,490	\$0	\$0	\$0
Buildings	\$1,602,875	\$1,602,875	\$0	\$0	\$0	\$0
Operations	\$569,597	\$189,866	\$189,866	\$47,466	\$94,933	\$47,466
Total	\$13,691,014	\$1,792,741	\$1,577,356	\$2,580,229	\$5,160,458	\$2,580,229

Counts for Allocation of Costs

Description	Total	Cost Assignment	Allocation Per Bldg / Facility / Area	% Assign to Targeted Recoverable Costs	% Assign to Tax Funded Costs	% Total	\$ Assign to Targeted Recoverable Costs	\$ Assign to Tax Funded Costs	\$ Total
Buildings	11	\$1,792,741	\$162,976	15%	85%	100%	\$268,911	\$1,523,830	\$1,792,741
Aquatic Facilities	5	\$1,577,356	\$315,471	15%	85%	100%	\$236,603	\$1,340,753	\$1,577,356
Sportsfields	18	\$2,580,229	\$143,346	25%	75%	100%	\$645,953	\$1,934,276	\$2,580,229
Other Intensive Use Areas (Picnic, BBQ, Restroom, Courts, Play Area)	136	\$5,160,458	\$37,945	0%	100%	100%	\$0	\$5,160,458	\$5,160,458
All Other Areas	n/a	\$2,580,229	\$2,580,229	0%	100%	100%	\$0	\$2,580,229	\$2,580,229
Total	170	\$13,691,014					\$1,151,468	\$12,539,546	\$13,691,014

[a] Source: Amenity list from City website.

[b] Source: FY 23/24 adopted budget.

Calculation of Cost Recovery for Reserved Field Use

Sportsfield - Primary Reservable Hours

Description	Total	Rationale
Sportsfields	18	
Primary Reservable Hours Per Field	2,080	<<< M-F 4 hours per day; Weekends 10 hours per day
Total Reservable Hours	37,440	

Reserved Share of Primary Reservable Hours	9,373	25%	<<< Average of FY 21/22 and FY 22/23 actual reserved hours for non-profit youth sports groups
Unreserved Share of Primary Reservable Hours	28,067	75%	

Sportsfield - Cost Allocation Amongst Reserved Hours and Unreserved Hours

Description	Total	Rationale
Cost	2,580,229	<<< See Worksheet 3 amenity list
Total Recoverable from Reserved Hours	\$645,953	<<< Allocation of costs linked to reserved hours.
Total Unreserved Hours (i.e., tax funded hours)	\$1,934,276	<<< Allocation of costs linked to unreserved hours.
Total	\$2,580,229	

Sportsfield - Cost Recovery from Youth Sports Organizations

Description	Total	Rationale
Cost	\$645,953	<<< See Total Recoverable from Reserved Hours
Rate Per Hour for Reserved Field Use (Non-Profit Youth Sports Group)	\$14	<<< Current rate per reserved rental hour for non-profit youth sports groups.
Reserved Hours	9,373	<<< Average of FY 21/22 and FY 22/23 actual reserved hours for non-profit youth sports groups
Forecast Revenue	\$131,222	
Cost Recovery Percentage	20%	



**City of
Santa Clara**
The Center of What's Possible

User and Regulatory Fees

Cost of Service Analysis

Parks and Recreation Department - General Fund Department Cost Recovery

Annual Operating Expenditures - Direct to Department

Description	Total	Note
Parks and Recreation (Excludes Cemetery and Senior Nutrition)	\$22,174,444	[a]
Allocation of Citywide Overhead	\$3,626,305	[b]
Total	\$25,800,749	

Revenue Information

Description	Total	Note
Misc Chg For Current Services	\$2,866,000	[a]
Rents And Royalties	\$712,000	[a]
Swimming Pool Receipts	\$12,000	[a]
Total	\$3,590,000	

Cost Recovery Information

Description	Total	Note
Generated Revenue (e.g., Cost Recovery)	\$3,590,000	[b]
Tax and Grant Funded Revenue (e.g., Gen Fd.)	\$22,210,749	[b]
Total	\$25,800,749	
Generated Revenue Share	14%	
Tax and Grant Funded Revenue Share	86%	
Total	100%	

<<< Aggregate cost recovery

[a] Source: FY 23/24 Adopted Budget.

[b] Source: Citywide overhead cost allocation plan with 2% annual inflationary adjustment.



**City of
Santa Clara**
The Center of What's Possible

Police Department Fees

City of Santa Clara
 User and Regulatory Fee Study
 Allocation of Annual Labor Effort - Police Investigations and Records

Position [a]	FTE [a]	Total Hours Per FTE [b]	Less: Holiday & Leave [c]	Productive Hours Per FTE	Total Productive Hours	Indirect [d]	Direct [d]	Total	Total Indirect Hours	Total Direct Hours	Total Hours	Total Salary Top Step [e]	Annual Salary
Police Lieutenant	1.00	2,080	216	1,864	1,864	70%	30%	100%	1,305	559	1,864	\$123	\$256,256
Police Sergeant	5.00	2,080	216	1,864	9,320	25%	75%	100%	2,330	6,990	9,320	\$106	\$1,106,664
Police Officer	17.00	2,080	216	1,864	31,688	20%	80%	100%	6,338	25,350	31,688	\$92	\$3,250,645
Police Records Manager	1.00	2,080	216	1,864	1,864	65%	35%	100%	1,212	652	1,864	\$77	\$159,973
Forensic Coordinator	1.00	2,080	216	1,864	1,864	20%	80%	100%	373	1,491	1,864	\$66	\$137,426
Crime Analyst	1.00	2,080	216	1,864	1,864	20%	80%	100%	373	1,491	1,864	\$63	\$130,811
Police Records Supervisor	4.00	2,080	216	1,864	7,456	25%	75%	100%	1,864	5,592	7,456	\$63	\$522,995
Police Records Specialist II	15.00	2,080	216	1,864	27,960	20%	80%	100%	5,592	22,368	27,960	\$57	\$1,776,840
Community Service Officer II	3.00	2,080	216	1,864	5,592	20%	80%	100%	1,118	4,474	5,592	\$56	\$351,936
Office Specialist III	1.00	2,080	216	1,864	1,864	100%	0%	100%	1,864	-	1,864	\$49	\$102,274
Office Specialist II	1.00	2,080	216	1,864	1,864	100%	0%	100%	1,864	-	1,864	\$45	\$92,934
Total	50.00				93,200				24,232	68,968	93,200		\$7,888,754
Total									26%	74%	100%		

[a] Source: FY 23/24 & 24/25 Adopted budget.

[b] Based on 40 hour week * 52 weeks per year.

[c] Amount intended to serve as reasonable estimate. Amount will vary annually, and by employee. Amount assumes twelve days holiday, ten days vacation/personal leave, five days sick leave.

[d] Amounts intended to serve as reasonable estimates developed for purposes of this analysis. Amount will vary annually, and by employee. Amount based on position and consultant experience working with similar municipalities.

[e] Source: City of Santa Clara Salary Plans Effective 12/24/2023.

City of Santa Clara
 User and Regulatory Fee Study
 Cost Allocation - Police - Department Administration

FY 23/24 Adopted Expenses [a]		Program	7742			
Fund #	Fund Desc	Account Desc	PD - Admin	Adjustment	Total	Notes
001	General Fund	87010 - Salary And Wages - Regular	\$1,608,009	\$0	\$1,608,009	
001	General Fund	87011 - Salary Attrition and VTO	(\$112,558)	\$0	(\$112,558)	
001	General Fund	87030 - S & W - O.T. Vacation Relief	\$12,307	\$0	\$12,307	
001	General Fund	87110 - Contra 870x0-Reimbd Sal & Wage	<u>\$0</u>	<u>\$0</u>	<u>\$0</u>	
001	General Fund	1 Salary Accounts	\$1,507,758	\$0	\$1,507,758	
001	General Fund	87211 - PERS - Safety	\$637,493	\$0	\$637,493	
001	General Fund	87212 - PERS - Misc	\$182,044	\$0	\$182,044	
001	General Fund	87221 - Medicare	\$24,791	\$0	\$24,791	
001	General Fund	87222 - Social Security	\$33,201	\$0	\$33,201	
001	General Fund	87224 - Medicare OT	\$0	\$0	\$0	
001	General Fund	87230 - Health Allocation	\$113,958	\$0	\$113,958	
001	General Fund	87241 - Dental - City Paid	\$2,200	\$0	\$2,200	
001	General Fund	87242 - Long Term Disability-City Paid	\$2,391	\$0	\$2,391	
001	General Fund	87243 - Vision- City Paid	\$888	\$0	\$888	
001	General Fund	87250 - Basic Life Insurance	\$408	\$0	\$408	
001	General Fund	87270 - Uniform Allowance	\$1,800	\$0	\$1,800	
001	General Fund	87271 - VEBA	\$6,600	\$0	\$6,600	
001	General Fund	87272 - EAP	\$384	\$0	\$384	
001	General Fund	87274 - Auto Allowance	\$2,400	\$0	\$2,400	
001	General Fund	87275 - Mobile Phone Allowance	\$1,920	\$0	\$1,920	
001	General Fund	87279 - Misc Other Benefits	\$53,629	\$0	\$53,629	
001	General Fund	87280 - City Paid Deferred Comp Exp	\$5,400	\$0	\$5,400	
001	General Fund	87390 - OPEB	\$29,200	\$0	\$29,200	
001	General Fund	87391 - POST	<u>\$0</u>	<u>\$0</u>	<u>\$0</u>	
001	General Fund	2 Benefit Accounts	\$1,098,707	\$0	\$1,098,707	
001	General Fund	87500 - Operating Supplies	\$17,127	\$0	\$17,127	
001	General Fund	87810 - Utilities Expenses	\$311,358	\$0	\$311,358	
001	General Fund	87870 - Contractual Serv Not Class	\$485	\$0	\$485	
001	General Fund	87940 - Mandated Program Costs	<u>\$0</u>	<u>\$0</u>	<u>\$0</u>	
001	General Fund	3 Mat/Serv/Sup	\$328,970	\$0	\$328,970	
001	General Fund	87640 - Vehicle Equipment Maintenance	\$131,918	\$0	\$131,918	
001	General Fund	87650 - Technical Services Maintenance	\$2,343,773	\$0	\$2,343,773	
001	General Fund	87660 - Workers Comp Insurance	\$149,494	\$0	\$149,494	
001	General Fund	87680 - Unemployment Insurance	\$0	\$0	\$0	
001	General Fund	87740 - Vehicle Equipment Amortization	\$92,987	\$0	\$92,987	
001	General Fund	87840 - Insurance And Surety Bonds	<u>\$0</u>	<u>\$0</u>	<u>\$0</u>	
001	General Fund	5 Interfund Services	\$2,718,172	\$0	\$2,718,172	
Subtotal			\$5,653,607	\$0	\$5,653,607	

City of Santa Clara
 User and Regulatory Fee Study
 Cost Allocation - Police - Department Administration
Adjustments for Fully-Burdened Hourly Rate Calculation

Allocation of Citywide Overhead

Description	Police - Admin	Adjustment	Total	Notes
Allocation of Citywide Overhead - Services from Other Funds CAP Plan Amount	\$2,226,240	\$0	\$2,226,240	[b]
Adjustment for FY 2024/25	2%	2%	2%	[c]
Allocation of Citywide Overhead - Services from Other Funds CAP Plan Amount	\$2,270,765	\$0	\$2,270,765	

Total Costs for Allocation

Description	Total	Adjustment	Total	Notes
Department Administration	\$7,924,372	\$0	\$7,924,372	[d]
Subtotal	\$7,924,372	\$0	\$7,924,372	

Allocation to Direct Service Divisions

Description	Subtotal	Adjustment	Total	Share	Notes
Administration	50.00	(50.00)	0.00	0%	
Investigations	50.00	0.00	50.00	28%	
Field Operations	121.00	0.00	121.00	67%	
Special Operations	10.00	0.00	10.00	6%	
Total	231.00	(50.00)	181.00	100%	

Allocation to Direct Service Divisions

Description	Total	Notes
Administration	\$0	
Investigations	\$2,189,053	
Field Operations	\$5,297,508	
Special Operations	\$437,811	
Total	\$7,924,372	

[a] Source: FY 23/24 & 24/25 Adopted budget.

[b] Source: Citywide Cost Allocation Plan.

[c] Aligns to City's typical budgeting practice of increasing cost allocation amounts by 2% for second year of adopted budget.

[d] To account for support provided but not directly budgeted to direct service units.

City of Santa Clara
 User and Regulatory Fee Study
 Hourly Rate Calculation - Police Investigations and Records

FY 23/24 Adopted Expenses [a]		Program	7732	7733	7734				
Fund #	Fund Desc	Account Desc	General Investig'tn	Special Enf. Team	Records	Subtotal	Adjustment	Total	Notes
001	General Fund	87010 - Salary And Wages - Regular	\$4,076,529	\$968,988	\$2,448,591	\$7,494,108	\$0	\$7,494,108	
001	General Fund	87011 - Salary Attrition and VTO	(\$282,924)	(\$67,083)	(\$171,279)	(\$521,286)	\$0	(\$521,286)	
001	General Fund	87017 - Premium Pay	\$0	\$0	\$0	\$0	\$0	\$0	
001	General Fund	87020 - Salary And Wages - As Needed	\$35,884	\$0	\$0	\$35,884	\$0	\$35,884	
001	General Fund	87030 - S & W - O.T. Vacation Relief	\$246,135	\$147,681	\$92,790	\$486,606	\$0	\$486,606	
001	General Fund	87040 - Salary And Wages - Holiday Pay	\$261,486	\$71,616	\$9,584	\$342,686	\$0	\$342,686	
001	General Fund	87110 - Contra 870x0-Reimbd Sal & Wage	\$0	\$0	\$0	\$0	\$0	\$0	
001	General Fund	1 Salary Accounts	\$4,337,110	\$1,121,202	\$2,379,686	\$7,837,998	\$0	\$7,837,998	
001	General Fund	87211 - PERS - Safety	\$2,281,645	\$627,094	\$1,014	\$2,909,753	\$0	\$2,909,753	
001	General Fund	87212 - PERS - Misc	\$191,427	\$1,677	\$836,825	\$1,029,929	\$0	\$1,029,929	
001	General Fund	87221 - Medicare	\$70,942	\$18,475	\$38,140	\$127,557	\$0	\$127,557	
001	General Fund	87222 - Social Security	\$33,562	\$0	\$158,033	\$191,595	\$0	\$191,595	
001	General Fund	87224 - Medicare OT	\$0	\$0	\$0	\$0	\$0	\$0	
001	General Fund	87230 - Health Allocation	\$417,304	\$99,460	\$351,210	\$867,974	\$0	\$867,974	
001	General Fund	87241 - Dental - City Paid	\$6,325	\$1,375	\$6,050	\$13,750	\$0	\$13,750	
001	General Fund	87242 - Long Term Disability-City Paid	\$2,673	\$0	\$12,204	\$14,877	\$0	\$14,877	
001	General Fund	87243 - Vision- City Paid	\$2,553	\$555	\$2,442	\$5,550	\$0	\$5,550	
001	General Fund	87250 - Basic Life Insurance	\$912	\$180	\$2,640	\$3,732	\$0	\$3,732	
001	General Fund	87270 - Uniform Allowance	\$11,400	\$3,000	\$12,600	\$27,000	\$0	\$27,000	
001	General Fund	87271 - VEBA	\$25,200	\$6,000	\$25,800	\$57,000	\$0	\$57,000	
001	General Fund	87272 - EAP	\$240	\$0	\$1,056	\$1,296	\$0	\$1,296	
001	General Fund	87274 - Auto Allowance	\$0	\$0	\$2,400	\$2,400	\$0	\$2,400	
001	General Fund	87279 - Misc Other Benefits	\$241,878	\$71,616	\$0	\$313,494	\$0	\$313,494	
001	General Fund	87280 - City Paid Deferred Comp Exp	\$35,100	\$9,000	\$75,600	\$119,700	\$0	\$119,700	
001	General Fund	87390 - OPEB	\$83,950	\$18,250	\$80,300	\$182,500	\$0	\$182,500	
001	General Fund	87391 - POST	\$0	\$0	\$0	\$0	\$0	\$0	
001	General Fund	2 Benefit Accounts	\$3,405,111	\$856,682	\$1,606,314	\$5,868,107	\$0	\$5,868,107	
001	General Fund	87500 - Operating Supplies	\$591	\$3,880	\$6,578	\$11,049	\$0	\$11,049	
001	General Fund	87865 - Subscription Based IT	\$220,967	\$0	\$298,797	\$519,764	\$0	\$519,764	
001	General Fund	87870 - Contractual Serv Not Class	\$338,672	\$0	\$136,790	\$475,462	(\$475,462)	\$0	
001	General Fund	87940 - Mandated Program Costs	\$346,379	\$0	\$0	\$346,379	(\$346,379)	\$0	
001	General Fund	3 Mat/Serv/Sup	\$906,609	\$3,880	\$442,165	\$1,352,654	(\$821,841)	\$530,813	
001	General Fund	87640 - Vehicle Equipment Maintenance	\$191,303	\$0	\$0	\$191,303	\$0	\$191,303	
001	General Fund	87650 - Technical Services Maintenance	\$0	\$0	\$0	\$0	\$0	\$0	
001	General Fund	87660 - Workers Comp Insurance	\$375,765	\$89,096	\$227,483	\$692,344	\$0	\$692,344	
001	General Fund	87680 - Unemployment Insurance	\$0	\$0	\$0	\$0	\$0	\$0	
001	General Fund	87740 - Vehicle Equipment Amortization	\$118,038	\$0	\$0	\$118,038	\$0	\$118,038	
001	General Fund	87840 - Insurance And Surety Bonds	\$0	\$0	\$0	\$0	\$0	\$0	
001	General Fund	5 Interfund Services	\$685,106	\$89,096	\$227,483	\$1,001,685	\$0	\$1,001,685	
Subtotal			\$9,333,936	\$2,070,860	\$4,655,648	\$16,060,444	(\$821,841)	\$15,238,603	

City of Santa Clara
 User and Regulatory Fee Study
 Hourly Rate Calculation - Police Investigations and Records
Adjustments for Fully-Burdened Hourly Rate Calculation

Allocation of Citywide Overhead

Description	General Investig'tn	Special Enf. Team	Records	Subtotal	Adjustment	Total	Notes
Allocation of Citywide Overhead - Services from Other Funds CAP Plan Amount	\$385,342	\$72,902	\$274,677	\$458,244	\$0	\$458,244	[b]
Adjustment for FY 2024/25	2%	2%	2%	2%	2%	2%	[b]
Allocation of Citywide Overhead - Services from Other Funds CAP Plan Amount	\$393,049	\$74,360	\$280,171	\$467,409	\$0	\$467,409	

Total Divisional Costs

Description	General Investig'tn	Special Enf. Team	Records	Subtotal	Adjustment	Total	Notes
Total	\$9,726,985	\$2,145,220	\$4,935,819	\$16,527,853	(\$821,841)	\$15,706,012	

Department Administration Costs Assigned to Investigations and Records

Description	Total	Notes
Department Administration	\$2,189,053	[c]
Subtotal	\$2,189,053	

Calculation of Uniform Fully-Burdened Hourly Rate

Description	Total	Notes
Divisional Expenses	\$17,895,065	
Direct Hours	68,968	[d]
Total	\$259	

Full Cost Factors for Hourly Rate Buildup

Description	Total	Share	Per Hour
Personnel	\$13,706,105	77%	\$199
Equipment	\$0	0%	\$0
Materials / Supplies	\$1,532,498	9%	\$22
Other Costs	\$0	0%	\$0
Overhead	\$2,656,462	15%	\$39
Total	\$17,895,065	100%	\$259

Information Below is for Use if City Desires to Use Positional Hourly Billing Rates

Scenario 1: Uniform Assignment of Materials and Overhead Costs Per Hour

Calculate Benefit Ratio

Salary Accounts	\$7,837,998
Benefit Accounts	\$5,868,107
Total	0.75

City of Santa Clara
 User and Regulatory Fee Study
 Hourly Rate Calculation - Police Investigations and Records

Calculation of Direct Hours Ratio (Billing Factor)

Description	Base Hrs Per FTE	Adjust for Typical Leave	Productive Hours	Direct Hours %	Direct Hours Per FTE	Notes
Hours	2,080	(216)	1,864	74%	1,379	
Direct Hours Bill Factor (For Every \$ of Salary Add this amount to account for Direct Hrs v. Total Hrs.)					1.51	

Position	Top Step Hly [e]	Benefits	Subtotal Labor Costs	Adjust for Direct Hours	Total Labor Rate	Add: M'tls / Supplies	Add: Overhead	Total Hourly Rate
Police Lieutenant	\$123	\$92	\$215	1.51	\$325	\$22	\$39	\$386
Police Sergeant	\$106	\$80	\$186	1.51	\$281	\$22	\$39	\$341
Police Officer	\$92	\$69	\$161	1.51	\$242	\$22	\$39	\$303
Police Records Manager	\$77	\$58	\$134	1.51	\$203	\$22	\$39	\$264
Forensic Coordinator	\$66	\$49	\$116	1.51	\$174	\$22	\$39	\$235
Crime Analyst	\$63	\$47	\$110	1.51	\$166	\$22	\$39	\$227
Police Records Supervisor	\$63	\$47	\$110	1.51	\$166	\$22	\$39	\$226
Police Records Specialist II	\$57	\$43	\$100	1.51	\$150	\$22	\$39	\$211
Community Service Officer II	\$56	\$42	\$99	1.51	\$149	\$22	\$39	\$209
Office Specialist III	\$49	\$37	\$86	1.51	\$130	\$22	\$39	\$190
Office Specialist II	\$45	\$33	\$78	1.51	\$118	\$22	\$39	\$179
Public Safety Dispatcher	\$71	\$53	\$124	1.51	\$187	\$22	\$39	\$248
Police Records Specialist I	\$52	\$39	\$90	1.51	\$136	\$22	\$39	\$197

Calculation of Fully-Burdened Hourly Rate Billing Factor (Apply Factor to Top Step Salary for Positional Rates)

Description	FTE	Hours Per FTE	Total Hours	Salaries and Wages	Hourly Wage Rate Only	Fully-Burdened Hourly Rate	ICR Multiplier	Notes
Total	50.00	2,080	104,000	\$7,888,754	\$76	\$259	3.42	

[a] Source: FY 23/24 & 24/25 Adopted budget.

[b] Aligns to City's typical budgeting practice of increasing cost allocation amounts by 2% for second year of adopted budget.

[c] To account for department admin support provided but not directly budgeted to direct service units. See Police - Department Administration cost allocation worksheet.

[d] See worksheet labeled: Allocation of Annual Labor Effort - Police Investigations and Records.

[e] Source: City of Santa Clara Salary Plans Effective 12/24/2023.

City of Santa Clara
 Cost of Service Study for Analyzing User and Regulatory Fees
 Calculation of the Estimated Costs of Providing Fee Related Services - Police Fees

Fee Description							Cost of Service					Cost of Service
	Comm Svc Officer II	Police Officer	PD Records Spec I	Police Sergeant	P Safety Dispatcher III	Total	\$209 Comm Svc Officer II	\$303 Police Officer	\$197 PD Records Spec I	\$341 Police Sergeant	\$248 P Safety Dispatcher III	
	POLICE FEES											
1 Alarm Permit Application	0.50					0.50	\$105	\$0	\$0	\$0	\$0	\$105
Non-registration												
Annual Renewal	0.25					0.25	\$52	\$0	\$0	\$0	\$0	\$52
Late Reinstatement												
2 Bingo Organization	6.83					6.83	\$1,428	\$0	\$0	\$0	\$0	\$1,428
3 CAD report for legal purposes												
4 CD for legal purposes												
5 Citation Sign Off Non-Santa Clara Citations Only	0.17					0.17	\$35	\$0	\$0	\$0	\$0	\$35
6 Clearance Letter			0.25			0.25	\$0	\$0	\$49	\$0	\$0	\$49
7 Closing Out Sale	0.25	0.58				0.83	\$52	\$177	\$0	\$0	\$0	\$229
8 Color Photographs												
4" x 6"												
5" x 7"												
8" x 10"												
11" x 14"												
16" x 20"												
20" x 30"												
9 Crime Analysis Reports												
10 Dispatch service required for special events					1.00	1.00	\$0	\$0	\$0	\$0	\$248	\$248
11 Driving Under the Influence Emergency Response												
12 False Alarm Calls												
Second false alarm		0.50			0.17	0.67	\$0	\$152	\$0	\$0	\$41	\$193
Third false alarm		0.50			0.17	0.67	\$0	\$152	\$0	\$0	\$41	\$193
Fourth false alarm (\$25 penalty)		0.50			0.17	0.67	\$0	\$152	\$0	\$0	\$41	\$193
Fifth & subsequent false alarms (\$50 penalty)		0.50			0.17	0.67	\$0	\$152	\$0	\$0	\$41	\$193
13 False Alarm Calls - Holdup Alarm (In Addition to False Alarm Fees)		0.50				0.50	\$0	\$152	\$0	\$0	\$0	\$152
14 Fingerprinting Services LiveScan (Sent to Department of Justice)	0.33					0.33	\$70	\$0	\$0	\$0	\$0	\$70
15 Fingerprinting Hard Card (Person Takes Card With Them)	0.33					0.33	\$70	\$0	\$0	\$0	\$0	\$70

City of Santa Clara
 Cost of Service Study for Analyzing User and Regulatory Fees
 Calculation of the Estimated Costs of Providing Fee Related Services - Police Fees

Cost Recovery Information						
Fee Description	Current Fee	Current Cost Recovery	Proposed Fee	Proposed Cost Recovery	Unit	Notes
POLICE FEES						
1 Alarm Permit Application	\$37	35%	\$37	35%		
Non-registration	\$50		\$50			
Annual Renewal	\$15	29%	\$15	29%		
Late	\$25		\$25			
Reinstatement	\$15		\$15			
2 Bingo Organization	\$1,365	96%	\$1,428	100%		
3 CAD report for legal purposes	\$0.20		\$0.20		per page	
4 CD for legal purposes	\$3		\$3		per CD	
5 Citation Sign Off Non-Santa Clara Citations Only	\$33	95%	\$34	98%		
6 Clearance Letter	\$50	102%	\$49	99%		
7 Closing Out Sale	\$218	95%	\$229	100%		
8 Color Photographs						
4" x 6"	Actual Cost		Actual Cost		cost of duplication	
5" x 7"	Actual Cost		Actual Cost		cost of duplication	
8" x 10"	Actual Cost		Actual Cost		cost of duplication	
11" x 14"	Actual Cost		Actual Cost		cost of duplication	
16" x 20"	Actual Cost		Actual Cost		cost of duplication	
20" x 30"	Actual Cost		Actual Cost		cost of duplication	
9 Crime Analysis Reports	\$0.20		\$0.20		per page	
10 Dispatch service required for special events	\$236	95%	\$248	100%		
11 Driving Under the Influence Emergency Response	Per Current Salary Schedule plus Benefits and Current Citywide Overhead Plan		Per Current Salary Schedule plus Benefits and Current Citywide Overhead Plan			
12 False Alarm Calls						
Second false alarm	\$50	26%	\$50	26%		
Third false alarm	\$111	58%	\$115	60%		
Fourth false alarm (\$25 penalty)	\$136	71%	\$140	73%		
Fifth & subsequent false alarms (\$50 penalty)	\$161	83%	\$165	86%		
13 False Alarm Calls - Holdup Alarm (In Addition to False Alarm Fees)	\$121	80%	\$125	83%		
14 Fingerprinting Services LiveScan (Sent to Department of Justice)	\$66	95%	\$69	99%	per roll	
15 Fingerprinting Hard Card (Person Takes Card With Them)	\$66	95%	\$69	99%	per card	

City of Santa Clara
 Cost of Service Study for Analyzing User and Regulatory Fees
 Calculation of the Estimated Costs of Providing Fee Related Services - Police Fees

Fee Description	Comm Svc Officer II	Police Officer	PD Records Spec I	Police Sergeant	P Safety Dispatcher III	Total	Cost of Service					Cost of Service
							\$209	\$303	\$197	\$341	\$248	
							Comm Svc Officer II	Police Officer	PD Records Spec I	Police Sergeant	P Safety Dispatcher III	
16 ID Card Renewal (for multiple applicants)	0.50					0.50	\$105	\$0	\$0	\$0	\$0	\$105
17 Massage Establishment												
Massage Establishment Application - Initial	5.75	1.00				6.75	\$1,202	\$303	\$0	\$0	\$0	\$1,505
Massage Establishment Application - Sole Proprietor (Initial)	4.50	0.50				5.00	\$941	\$152	\$0	\$0	\$0	\$1,092
Massage Establishment Renewal	4.75	1.00				5.75	\$993	\$303	\$0	\$0	\$0	\$1,296
Massage Establishment Renewal - Sole Proprietor	3.75	0.50				4.25	\$784	\$152	\$0	\$0	\$0	\$935
Massage Establishment Permit Amendments	0.50					0.50	\$105	\$0	\$0	\$0	\$0	\$105
18 Motor Funeral Escort Company												
Motor Funeral Escort Company - Initial	1.75					1.75	\$366	\$0	\$0	\$0	\$0	\$366
Motor Funeral Escort Company - Renewal	0.75					0.75	\$157	\$0	\$0	\$0	\$0	\$157
Motor Funeral Escort Driver - Initial	0.75					0.75	\$157	\$0	\$0	\$0	\$0	\$157
Motor Funeral Escort Driver - Renewal	0.75					0.75	\$157	\$0	\$0	\$0	\$0	\$157
19 Off-duty employment												
20 Pawn/Secondhand Dealer												
Pawn/Secondhand Dealer - Registration	0.75					0.75	\$157	\$0	\$0	\$0	\$0	\$157
Pawn/Secondhand Dealer - Renewal	0.50					0.50	\$105	\$0	\$0	\$0	\$0	\$105
21 Photo CD's												
22 Police Reports												
23 Private Security												
Private Security Application - Registration	1.00					1.00	\$209	\$0	\$0	\$0	\$0	\$209
Private Security Application - Renewal	0.50					0.50	\$105	\$0	\$0	\$0	\$0	\$105
24 Public Entertainment Application												
Public Entertainment Application	0.75			0.25		1.00	\$157	\$0	\$0	\$85	\$0	\$242
Public Entertainment Renewal	0.50			0.25		0.75	\$105	\$0	\$0	\$85	\$0	\$190

City of Santa Clara
 Cost of Service Study for Analyzing User and Regulatory Fees
 Calculation of the Estimated Costs of Providing Fee Related Services - Police Fees

		Cost Recovery Information					
Fee Description	Current Fee	Current Cost Recovery	Proposed Fee	Proposed Cost Recovery	Unit	Notes	
16	ID Card Renewal (for multiple applicants)	\$99	95%	\$104	100%		
17	Massage Establishment						
	Massage Establishment Application - Initial	\$795	53%	\$834	55%		
	Massage Establishment Application - Sole Proprietor (Initial)	\$161	15%	\$169	15%		
	Massage Establishment Renewal	\$638	49%	\$669	52%		
	Massage Establishment Renewal - Sole Proprietor	\$112	12%	\$117	13%		
	Massage Establishment Permit Amendments	\$51	49%	\$53	51%		
18	Motor Funeral Escort Company						
	Motor Funeral Escort Company - Initial	\$349	95%	\$365	100%		
	Motor Funeral Escort Company - Renewal	\$149	95%	\$156	100%		
	Motor Funeral Escort Driver - Initial	\$149	95%	\$156	100%		
	Motor Funeral Escort Driver - Renewal	\$149	95%	\$156	100%		
19	Off-duty employment	Per Current Salary Schedule plus Benefits and Current Citywide Overhead Plan		Per Current Salary Schedule plus Benefits and Current Citywide Overhead Plan			
20	Pawn/Secondhand Dealer						
	Pawn/Secondhand Dealer - Registration	\$149	95%	\$156	100%		
	Pawn/Secondhand Dealer - Renewal	\$99	95%	\$104	100%		
21	Photo CD's	\$3		\$3		per CD	
22	Police Reports	\$0.20		\$0.20		per page	
23	Private Security						
	Private Security Application - Registration	\$199	95%	\$209	100%		
	Private Security Application - Renewal	\$99	95%	\$104	100%		
24	Public Entertainment Application						
	Public Entertainment Application	\$231	95%	\$242	100%		
	Public Entertainment Renewal	\$181	95%	\$189	100%		

City of Santa Clara
 Cost of Service Study for Analyzing User and Regulatory Fees
 Calculation of the Estimated Costs of Providing Fee Related Services - Police Fees

Fee Description		Cost of Service					Total	Cost of Service					Cost of Service	
		\$209	\$303	\$197	\$341	\$248		Comm	Police	PD	Police	P Safety		
		Comm Svc Officer II	Police Officer	Records Spec I	Police Sergeant	P Safety Dispatcher III		Svc Officer II	Officer	Spec I	Sergeant	Dispatcher III		
25	Public Entertainment General Fines for Violation (Infraction):													
	1st Offense						\$0	\$0	\$0	\$0	\$0	\$0	\$0	
	2nd Offense						\$0	\$0	\$0	\$0	\$0	\$0	\$0	
	Subsequent Offenses						\$0	\$0	\$0	\$0	\$0	\$0	\$0	
26	Release of Stored Vehicles	0.17		0.33			\$35	\$0	\$66	\$0	\$0	\$0	\$0	\$101
27	Repo Fee (Repossessed Vehicles)	0.17		0.08			\$35	\$0	\$16	\$0	\$0	\$0	\$0	\$51
28	Residential Parking Permit / Guest Parking Permit (each)	0.17					\$35	\$0	\$0	\$0	\$0	\$0	\$0	\$35
29	Second Response Ordinance													
30	Solicitor/Peddler													
	Solicitor/Peddler Application - Background Investigation	1.75					\$366	\$0	\$0	\$0	\$0	\$0	\$0	\$366
	Solicitor/Peddler/Employee Renewal	0.75					\$157	\$0	\$0	\$0	\$0	\$0	\$0	\$157
	Solicitor/Peddler Application - Employee Only	0.75					\$157	\$0	\$0	\$0	\$0	\$0	\$0	\$157
31	Taxicab / Pedicab Company Application	35.50					\$7,420	\$0	\$0	\$0	\$0	\$0	\$0	\$7,420
32	Taxicab / Pedicab Company Renewal - Per Year	3.75					\$784	\$0	\$0	\$0	\$0	\$0	\$0	\$784
33	Taxicab / Pedicab Driver Application	0.75					\$157	\$0	\$0	\$0	\$0	\$0	\$0	\$157
34	Taxicab / Pedicab Driver Renewal, Retest or Reinspection	0.75					\$157	\$0	\$0	\$0	\$0	\$0	\$0	\$157
35	Taxicab / Pedicab Safety Inspection Fee	1.00					\$209	\$0	\$0	\$0	\$0	\$0	\$0	\$209
36	Tow Drivers Application	0.75					\$157	\$0	\$0	\$0	\$0	\$0	\$0	\$157
37	USB Drive for Police Reports													

City of Santa Clara
 Cost of Service Study for Analyzing User and Regulatory Fees
 Calculation of the Estimated Costs of Providing Fee Related Services - Police Fees

Fee Description		Cost Recovery Information					
		Current Fee	Current Cost Recovery	Proposed Fee	Proposed Cost Recovery	Unit	Notes
25	Public Entertainment General Fines for Violation (Infraction):						
	1st Offense	\$150		\$150			
	2nd Offense	\$300		\$300			
	Subsequent Offenses	\$750		\$750			
26	Release of Stored Vehicles	\$100	100%	\$100	100%		
27	Repo Fee (Repossessed Vehicles)	\$15		\$15			
28	Residential Parking Permit / Guest Parking Permit (each)	\$32	91%	\$34	98%		
29	Second Response Ordinance	Per Current Salary Schedule plus Benefits and Current Citywide Overhead Plan		Per Current Salary Schedule plus Benefits and Current Citywide Overhead Plan			
30	Solicitor/Peddler						
	Solicitor/Peddler Application - Background Investigation	\$349	95%	\$365	100%		
	Solicitor/Peddler/Employee Renewal	\$149	95%	\$156	100%		
	Solicitor/Peddler Application - Employee Only	\$149	95%	\$156	100%		
31	Taxicab / Pedicab Company Application	\$7,093	96%	\$7,419	100%		
32	Taxicab / Pedicab Company Renewal - Per Year	\$749	96%	\$783	100%		
33	Taxicab / Pedicab Driver Application	\$149	95%	\$156	100%		
34	Taxicab / Pedicab Driver Renewal, Retest or Reinspection	\$149	95%	\$156	100%		
35	Taxicab / Pedicab Safety Inspection Fee	\$199	95%	\$209	100%		
36	Tow Drivers Application	\$149	95%	\$156	100%		
37	USB Drive for Police Reports	\$8		\$8		per Device	



**City of
Santa Clara**
The Center of What's Possible

Public Works Department Fees

City of Santa Clara
 User and Regulatory Fee Study
 Allocation of Annual Labor Effort - Engineering

Position [a]	FTE [a]	Total Hours Per FTE [b]	Less: Holiday & Leave [c]	Less: Breaks, Admin, Train [d]	Productive Hours Per FTE	Total Productive Hours	Indirect [d]	Direct [d]	Total	Total Indirect Hours	Total Direct Hours	Total Hours	Total Salary Top Step [e]	Annual Salary
Director of Public Works	0.75	2,080	216	374	1,490	1,118	100%	0%	100%	1,118	-	1,118	\$168	\$262,049
Assistant Director of Public Works/City En	1.00	2,080	216	374	1,490	1,490	95%	5%	100%	1,416	75	1,490	\$137	\$285,834
Management Analyst	1.00	2,080	216	374	1,490	1,490	100%	0%	100%	1,490	-	1,490	\$75	\$155,293
Office Specialist II	0.50	2,080	216	374	1,490	745	100%	0%	100%	745	-	745	\$45	\$46,467
Office Specialist III	1.00	2,080	216	374	1,490	1,490	100%	0%	100%	1,490	-	1,490	\$49	\$102,274
Office Specialist IV	1.00	2,080	216	374	1,490	1,490	100%	0%	100%	1,490	-	1,490	\$52	\$107,411
Account Clerk II	1.00	2,080	216	374	1,490	1,490	100%	0%	100%	1,490	-	1,490	\$50	\$104,832
Chief of Party	1.00	2,080	216	374	1,490	1,490	0%	100%	100%	-	1,490	1,490	\$66	\$137,426
Principal Engineer	3.00	2,080	216	374	1,490	4,470	70%	30%	100%	3,129	1,341	4,470	\$120	\$745,742
Principal Planner	1.00	2,080	216	374	1,490	1,490	70%	30%	100%	1,043	447	1,490	\$96	\$200,450
Public Works Inspector	4.00	2,080	216	374	1,490	5,960	0%	100%	100%	-	5,960	5,960	\$64	\$536,474
Senior Engineer (Civil)	8.00	2,080	216	374	1,490	11,920	0%	100%	100%	-	11,920	11,920	\$95	\$1,582,298
Senior Engineering Aide	2.00	2,080	216	374	1,490	2,980	0%	100%	100%	-	2,980	2,980	\$57	\$237,078
Associate Engineer (Civil)	9.00	2,080	216	374	1,490	13,410	0%	100%	100%	-	13,410	13,410	\$80	\$1,502,842
Transportation Manager	1.00	2,080	216	374	1,490	1,490	95%	5%	100%	1,416	75	1,490	\$121	\$250,848
Traffic Operations Engineer	1.00	2,080	216	374	1,490	1,490	0%	100%	100%	-	1,490	1,490	\$88	\$183,768
Total	36.25					54,013				14,826	39,187	54,013		\$6,441,084
Total										27%	73%	100%		

[a] Source: FY 23/24 & 24/25 Adopted budget.

[b] Based on 40 hour week * 52 weeks per year.

[c] Amount intended to serve as reasonable estimate. Amount will vary annually, and by employee. Amount assumes twelve days holiday, ten days vacation/personal leave, five days sick leave.

[d] Amounts intended to serve as reasonable estimates developed for purposes of this analysis. Amount will vary annually, and by employee. Amount based on position and consultant experience working with similar municipalities.

[e] Source: City of Santa Clara Salary Plans Effective 12/24/2023.

City of Santa Clara
 User and Regulatory Fee Study
 Hourly Rate Calculation - Engineering

FY 23/24 Forecast Expenses [a]		Program	4411	4412	4413	4431	4432	4433	4434	4435	4441	4442	4443
Fund #	Fund Desc	Account Desc	Eng Admin - Gen Svc	Eng Admin - Dev Svc	Eng Admin - CIP	Traffic - Gen Svc	Traffic - Dev Svc	Traffic - CIP	Traffic - Signal M.	Traffic - Stripe Sign	Design - Gen Svc	Design - Dev Svc	Design - CIP
001	General Fund	87010 - Salary And Wages - Regular	\$285,880	\$285,880	\$0	\$264,819	\$428,993	\$0	\$203,912	\$97,492	\$144,311	\$122,201	\$0
001	General Fund	87011 - Salary Attrition and VTO	(\$8,576)	(\$8,576)	\$0	(\$7,943)	(\$12,868)	\$0	(\$6,117)	(\$2,925)	(\$4,329)	(\$3,666)	\$0
001	General Fund	87020 - Salary And Wages - As Needed	\$0	\$0	\$0	\$25,892	\$0	\$0	\$0	\$0	\$0	\$0	\$0
001	General Fund	87030 - S & W - O.T. Vacation Relief	\$722	\$0	\$0	\$0	\$0	\$0	\$32,385	\$0	\$529	\$0	\$0
001	General Fund	87110 - Contra 870x0-Reimbd Sal & Wage	\$0	\$0	\$0	(\$52,149)	\$0	\$0	\$0	\$0	\$0	\$0	\$0
001	General Fund	1 Salary Accounts	\$278,026	\$277,304	\$0	\$230,619	\$416,125	\$0	\$230,180	\$94,567	\$140,511	\$118,535	\$0
001	General Fund	87212 - PERS - Misc	\$96,788	\$96,788	\$0	\$89,582	\$144,147	\$0	\$69,301	\$33,118	\$48,918	\$41,402	\$0
001	General Fund	87221 - Medicare	\$4,396	\$4,386	\$0	\$8,343	\$6,497	\$0	\$3,572	\$1,490	\$2,175	\$1,826	\$0
001	General Fund	87222 - Social Security	\$13,604	\$13,557	\$0	\$19,275	\$22,915	\$0	\$13,904	\$5,875	\$7,808	\$6,782	\$0
001	General Fund	87223 - Social Security - OT	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
001	General Fund	87224 - Medicare OT	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
001	General Fund	87230 - Health Allocation	\$22,676	\$22,676	\$0	\$27,560	\$37,174	\$0	\$19,883	\$8,907	\$14,154	\$13,015	\$0
001	General Fund	87241 - Dental - City Paid	\$478	\$478	\$0	\$441	\$646	\$0	\$328	\$166	\$217	\$189	\$0
001	General Fund	87242 - Long Term Disability-City Paid	\$722	\$722	\$0	\$112	\$411	\$0	\$38	\$19	\$75	\$38	\$0
001	General Fund	87243 - Vision- City Paid	\$213	\$213	\$0	\$180	\$259	\$0	\$131	\$69	\$88	\$77	\$0
001	General Fund	87250 - Basic Life Insurance	\$146	\$146	\$0	\$192	\$282	\$0	\$144	\$72	\$96	\$84	\$0
001	General Fund	87271 - VEBA	\$1,041	\$1,041	\$0	\$960	\$1,410	\$0	\$720	\$360	\$480	\$420	\$0
001	General Fund	87272 - EAP	\$84	\$84	\$0	\$75	\$114	\$0	\$59	\$27	\$40	\$35	\$0
001	General Fund	87274 - Auto Allowance	\$3,144	\$3,144	\$0	\$720	\$2,640	\$0	\$240	\$120	\$480	\$240	\$0
001	General Fund	87275 - Mobile Phone Allowance	\$317	\$317	\$0	\$288	\$1,056	\$0	\$96	\$48	\$192	\$96	\$0
001	General Fund	87279 - Misc. Other Benefits	\$0	\$0	\$0	\$260	\$250	\$0	\$220	\$110	\$120	\$120	\$0
001	General Fund	87280 - City Paid - Deferred Comp Exp	\$0	\$0	\$0	\$1,293	\$1,246	\$0	\$1,096	\$549	\$600	\$600	\$0
001	General Fund	87390 - OPEB	\$6,330	\$6,330	\$0	\$5,837	\$8,580	\$0	\$4,383	\$2,187	\$2,920	\$2,555	\$0
001	General Fund	2 Benefit Accounts	\$149,939	\$149,882	\$0	\$155,118	\$227,627	\$0	\$114,115	\$53,117	\$78,363	\$67,479	\$0
001	General Fund	87500 - Operating Supplies	\$4,338	\$0	\$0	\$3,064	\$0	\$0	\$0	\$0	\$8,995	\$0	\$0
001	General Fund	87600 - Maintenance	\$0	\$0	\$0	\$0	\$0	\$0	\$820,969	\$0	\$0	\$0	\$0
001	General Fund	87825 - Conference, Travel and Training	\$6,497	\$0	\$0	\$2,089	\$0	\$0	\$0	\$0	\$5,413	\$0	\$0
001	General Fund	87865 - Subscription baed IT arrangmnt	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
001	General Fund	87870 - Contractual Serv Not Class	\$2,302	\$0	\$0	\$19,950	\$0	\$0	\$0	\$0	\$4,238	\$0	\$0
001	General Fund	87900 - Rent Expense	\$0	\$0	\$0	\$95	\$0	\$0	\$0	\$0	\$95	\$0	\$0
001	General Fund	87940 - Mandated Program Costs	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
001	General Fund	3 Mat/Serv/Sup	\$13,137	\$0	\$0	\$25,198	\$0	\$0	\$820,969	\$0	\$18,741	\$0	\$0
001	General Fund	87640 - Vehicle Equipment Maintenance	\$0	\$0	\$0	\$4,255	\$0	\$0	\$0	\$0	\$0	\$0	\$0
001	General Fund	87650 - Technical Services Maintenance	\$5,955	\$5,146	\$5,243	\$20,917	\$9,369	\$0	\$14,437	\$1,499	\$16,024	\$2,839	\$19,815
001	General Fund	87660 - Workers Comp Insurance	\$2,416	\$2,416	\$2,467	\$2,238	\$3,625	\$0	\$1,723	\$824	\$1,220	\$1,033	\$0
001	General Fund	87680 - Unemployment Insurance	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
001	General Fund	87740 - Vehicle Equipment Amortization	\$0	\$0	\$0	\$7,196	\$0	\$0	\$0	\$0	\$0	\$0	\$0
001	General Fund	87750 - Communi Equipment Amortization	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
001	General Fund	87840 - Insurance And Surety Bonds	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
001	General Fund	5 Interfund Services	\$8,371	\$7,562	\$7,710	\$34,606	\$12,994	\$0	\$16,160	\$2,323	\$17,244	\$3,872	\$19,815
044	CIP	87010 - Salary And Wages - Regular	\$0	\$0	\$291,936	\$0	\$0	\$376,439	\$0	\$0	\$0	\$0	\$955,495
044	CIP	87011 - Salary Attrition and VTO	\$0	\$0	(\$8,758)	\$0	\$0	(\$11,293)	\$0	\$0	\$0	\$0	(\$28,665)
044	CIP	87030 - S & W - O.T. Vacation Relief	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$1,594

City of Santa Clara
 User and Regulatory Fee Study
 Hourly Rate Calculation - Engineering

FY 23/24 Forecast Expenses [a]		Program	4451	4452	4461	4462	4463				
Fund #	Fund Desc	Account Desc	Prop Dev - Gen Svc	Prop Dev - Dev Supp.	Field Svc - Gen Svc	Field Svc - Dev Svc	Field Svc - CIP	Subtotal	Adjustment	Total	Notes
001	General Fund	87010 - Salary And Wages - Regular	\$162,329	\$993,205	\$143,306	\$481,909	\$0	\$3,614,237	\$0	\$3,614,237	
001	General Fund	87011 - Salary Attrition and VTO	(\$4,870)	(\$29,796)	(\$4,299)	(\$14,457)	\$0	(\$108,422)	\$0	(\$108,422)	
001	General Fund	87020 - Salary And Wages - As Needed	\$0	\$38,066	\$17,262	\$0	\$0	\$81,220	\$0	\$81,220	
001	General Fund	87030 - S & W - O.T. Vacation Relief	\$0	\$11,087	\$0	\$5,349	\$0	\$50,072	\$0	\$50,072	
001	General Fund	87110 - Contra 870x0-Reimbd Sal & Wage	\$0	\$0	\$0	\$0	\$0	(\$52,149)	\$52,149	\$0	
001	General Fund	1 Salary Accounts	\$157,459	\$1,012,562	\$156,269	\$472,801	\$0	\$3,584,958	\$52,149	\$3,637,107	
001	General Fund	87212 - PERS - Misc	\$52,128	\$331,972	\$47,263	\$162,387	\$0	\$1,213,794	\$0	\$1,213,794	
001	General Fund	87221 - Medicare	\$2,493	\$15,295	\$2,186	\$7,483	\$0	\$60,142	\$0	\$60,142	
001	General Fund	87222 - Social Security	\$7,958	\$58,473	\$7,811	\$29,743	\$0	\$207,705	\$0	\$207,705	
001	General Fund	87223 - Social Security - OT	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	
001	General Fund	87224 - Medicare OT	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	
001	General Fund	87230 - Health Allocation	\$10,343	\$89,504	\$10,349	\$49,988	\$0	\$326,229	\$0	\$326,229	
001	General Fund	87241 - Dental - City Paid	\$227	\$1,698	\$246	\$963	\$0	\$6,077	\$0	\$6,077	
001	General Fund	87242 - Long Term Disability-City Paid	\$178	\$752	\$399	\$1,732	\$0	\$5,198	\$0	\$5,198	
001	General Fund	87243 - Vision- City Paid	\$93	\$684	\$99	\$388	\$0	\$2,494	\$0	\$2,494	
001	General Fund	87250 - Basic Life Insurance	\$94	\$662	\$66	\$185	\$0	\$2,169	\$0	\$2,169	
001	General Fund	87271 - VEBA	\$492	\$3,708	\$540	\$2,100	\$0	\$13,272	\$0	\$13,272	
001	General Fund	87272 - EAP	\$37	\$299	\$45	\$170	\$0	\$1,069	\$0	\$1,069	
001	General Fund	87274 - Auto Allowance	\$960	\$1,440	\$720	\$720	\$0	\$14,568	\$0	\$14,568	
001	General Fund	87275 - Mobile Phone Allowance	\$384	\$576	\$0	\$0	\$0	\$3,370	\$0	\$3,370	
001	General Fund	87279 - Misc. Other Benefits	\$74	\$926	\$67	\$391	\$0	\$2,538	\$0	\$2,538	
001	General Fund	87280 - City Paid - Deferred Comp Exp	\$369	\$4,611	\$100	\$398	\$0	\$10,862	\$0	\$10,862	
001	General Fund	87390 - OPEB	\$2,990	\$22,560	\$3,285	\$12,773	\$0	\$80,730	\$0	\$80,730	
001	General Fund	2 Benefit Accounts	\$78,820	\$533,160	\$73,176	\$269,421	\$0	\$1,950,217	\$0	\$1,950,217	
001	General Fund	87500 - Operating Supplies	\$6,123	\$0	\$14,187	\$0	\$0	\$36,707	\$0	\$36,707	
001	General Fund	87600 - Maintenance	\$0	\$0	\$0	\$0	\$0	\$820,969	(\$820,969)	\$0	
001	General Fund	87825 - Conference, Travel and Training	\$9,650	\$0	\$8,484	\$0	\$0	\$32,133	\$0	\$32,133	
001	General Fund	87865 - Subscription baed IT arrangmnt	\$14,592	\$0	\$0	\$0	\$0	\$14,592	\$0	\$14,592	
001	General Fund	87870 - Contractual Serv Not Class	\$16,211	\$100,000	\$14,945	\$0	\$0	\$157,646	\$0	\$157,646	
001	General Fund	87900 - Rent Expense	\$0	\$0	\$0	\$0	\$0	\$190	\$0	\$190	
001	General Fund	87940 - Mandated Program Costs	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	
001	General Fund	3 Mat/Serv/Sup	\$46,576	\$100,000	\$37,616	\$0	\$0	\$1,062,237	(\$820,969)	\$241,268	
001	General Fund	87640 - Vehicle Equipment Maintenance	\$0	\$0	\$20,938	\$0	\$0	\$25,193	\$0	\$25,193	
001	General Fund	87650 - Technical Services Maintenance	\$12,935	\$28,196	\$10,760	\$10,207	\$21,057	\$184,399	\$0	\$184,399	
001	General Fund	87660 - Workers Comp Insurance	\$1,372	\$12,671	\$1,211	\$5,018	\$5,272	\$43,506	\$0	\$43,506	
001	General Fund	87680 - Unemployment Insurance	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	
001	General Fund	87740 - Vehicle Equipment Amortization	\$0	\$0	\$25,022	\$0	\$0	\$32,218	\$0	\$32,218	
001	General Fund	87750 - Communi Equipment Amortization	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	
001	General Fund	87840 - Insurance And Surety Bonds	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	
001	General Fund	5 Interfund Services	\$14,307	\$40,867	\$57,931	\$15,225	\$26,329	\$285,316	\$0	\$285,316	
044	CIP	87010 - Salary And Wages - Regular	\$0	\$0	\$0	\$0	\$623,721	\$2,247,591	\$0	\$2,247,591	
044	CIP	87011 - Salary Attrition and VTO	\$0	\$0	\$0	\$0	(\$18,711)	(\$67,427)	\$0	(\$67,427)	
044	CIP	87030 - S & W - O.T. Vacation Relief	\$0	\$0	\$0	\$0	\$0	\$1,594	\$0	\$1,594	

City of Santa Clara
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 Hourly Rate Calculation - Engineering

044	CIP	1 Salary Accounts	\$0	\$0	\$283,178	\$0	\$0	\$365,146	\$0	\$0	\$0	\$0	\$928,424
044	CIP	87212 - PERS - Misc	\$0	\$0	\$98,847	\$0	\$0	\$127,261	\$0	\$0	\$0	\$0	\$323,710
044	CIP	87221 - Medicare	\$0	\$0	\$4,479	\$0	\$0	\$5,703	\$0	\$0	\$0	\$0	\$14,292
044	CIP	87222 - Social Security	\$0	\$0	\$13,892	\$0	\$0	\$21,680	\$0	\$0	\$0	\$0	\$53,369
044	CIP	87223 - Social Security - OT	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
044	CIP	87224 - Medicare OT	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
044	CIP	87230 - Health Allocation	\$0	\$0	\$23,187	\$0	\$0	\$39,113	\$0	\$0	\$0	\$0	\$103,001
044	CIP	87241 - Dental - City Paid	\$0	\$0	\$487	\$0	\$0	\$619	\$0	\$0	\$0	\$0	\$1,519
044	CIP	87242 - Long Term Disability-City Paid	\$0	\$0	\$742	\$0	\$0	\$169	\$0	\$0	\$0	\$0	\$262
044	CIP	87243 - Vision- City Paid	\$0	\$0	\$211	\$0	\$0	\$249	\$0	\$0	\$0	\$0	\$612
044	CIP	87250 - Basic Life Insurance	\$0	\$0	\$146	\$0	\$0	\$270	\$0	\$0	\$0	\$0	\$660
044	CIP	87271 - VEBA	\$0	\$0	\$1,068	\$0	\$0	\$1,350	\$0	\$0	\$0	\$0	\$3,300
044	CIP	87272 - EAP	\$0	\$0	\$85	\$0	\$0	\$109	\$0	\$0	\$0	\$0	\$261
044	CIP	87274 - Auto Allowance	\$0	\$0	\$3,192	\$0	\$0	\$1,080	\$0	\$0	\$0	\$0	\$1,680
044	CIP	87275 - Mobile Phone Allowance	\$0	\$0	\$326	\$0	\$0	\$432	\$0	\$0	\$0	\$0	\$672
044	CIP	87279 - Misc. Other Benefits	\$0	\$0	\$0	\$0	\$0	\$360	\$0	\$0	\$0	\$0	\$960
044	CIP	87280 - City Paid - Deferred Comp Exp	\$0	\$0	\$0	\$0	\$0	\$1,792	\$0	\$0	\$0	\$0	\$4,776
044	CIP	87390 - OPEB	<u>\$0</u>	<u>\$0</u>	<u>\$6,504</u>	<u>\$0</u>	<u>\$0</u>	<u>\$8,213</u>	<u>\$0</u>	<u>\$0</u>	<u>\$0</u>	<u>\$0</u>	<u>\$20,075</u>
044	CIP	2 Benefit Accounts	\$0	\$0	\$153,166	\$0	\$0	\$208,400	\$0	\$0	\$0	\$0	\$529,149
044	CIP	87865 - Subscription baed IT arrangmnt	\$0	\$0	\$14,592	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$14,592
044	CIP	87870 - Contractual Serv Not Class	<u>\$0</u>	<u>\$0</u>	<u>\$8,489</u>	<u>\$0</u>	<u>\$0</u>	<u>\$0</u>	<u>\$0</u>	<u>\$0</u>	<u>\$0</u>	<u>\$0</u>	<u>\$8,489</u>
044	CIP	3 Mat/Serv/Sup	\$0	\$0	\$23,081	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$23,081
044	CIP	87650 - Information Technology Service	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$18,645
044	CIP	87660 - Workers Comp Insurance	\$0	\$0	\$0	\$0	\$0	\$3,182	\$0	\$0	\$0	\$0	\$8,076
044	CIP	87840 - Insurance And Surety Bonds	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
044	CIP	87994 - Services from Other Funds-CAP	<u>\$0</u>	<u>\$0</u>	<u>\$201,868</u>	<u>\$0</u>	<u>\$0</u>	<u>\$0</u>	<u>\$0</u>	<u>\$0</u>	<u>\$0</u>	<u>\$0</u>	<u>\$0</u>
044	CIP	5 Interfund Services	\$0	\$0	\$201,868	\$0	\$0	\$3,182	\$0	\$0	\$0	\$0	\$26,721
044	CIP	89953 - Trs Out - CIP	<u>\$0</u>	<u>\$0</u>	<u>\$0</u>	<u>\$0</u>	<u>\$0</u>	<u>\$0</u>	<u>\$0</u>	<u>\$0</u>	<u>\$0</u>	<u>\$0</u>	<u>\$0</u>
044	CIP	5 Interfund Services	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Subtotal			\$449,473	\$434,748	\$669,003	\$445,541	\$656,746	\$576,728	\$1,181,424	\$150,007	\$254,859	\$189,886	\$1,527,190

Adjustments for Fully-Burdened Hourly Rate Calculation

Allocation of Citywide Overhead

Description	Eng Admin - Gen Svc	Eng Admin - Dev Svc	Eng Admin - CIP	Traffic - Gen Svc	Traffic - Dev Svc	Traffic - CIP	Traffic - Signal M.	Traffic - Stripe Sign	Design - Gen Svc	Design - Dev Svc	Design - CIP
Allocation of Citywide Overhead - Services from Other Funds CAP Plan Amount	\$224,948	\$34,091	\$8,488	\$55,424	\$47,967	\$39,442	\$59,807	\$9,751	\$37,970	\$12,310	\$70,265
Adjustment for FY 2024/25	2%	2%	2%	2%	2%	2%	2%	2%	2%	2%	2%
Allocation of Citywide Overhead - Services from Other Funds CAP Plan Amount	\$229,447	\$34,773	\$8,658	\$56,532	\$48,927	\$40,231	\$61,003	\$9,946	\$38,730	\$12,556	\$71,671

Total Divisional Costs

Description	Eng Admin - Gen Svc	Eng Admin - Dev Svc	Eng Admin - CIP	Traffic - Gen Svc	Traffic - Dev Svc	Traffic - CIP	Traffic - Signal M.	Traffic - Stripe Sign	Design - Gen Svc	Design - Dev Svc	Design - CIP
Total	\$678,920	\$469,521	\$677,661	\$502,073	\$705,673	\$616,959	\$1,242,427	\$159,953	\$293,589	\$202,442	\$1,598,861

City of Santa Clara
 User and Regulatory Fee Study
 Hourly Rate Calculation - Engineering

044	CIP	1 Salary Accounts	\$0	\$0	\$0	\$0	\$605,010	\$2,181,758	\$0	\$2,181,758
044	CIP	87212 - PERS - Misc	\$0	\$0	\$0	\$0	\$210,113	\$759,931	\$0	\$759,931
044	CIP	87221 - Medicare	\$0	\$0	\$0	\$0	\$9,538	\$34,012	\$0	\$34,012
044	CIP	87222 - Social Security	\$0	\$0	\$0	\$0	\$37,838	\$126,779	\$0	\$126,779
044	CIP	87223 - Social Security - OT	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
044	CIP	87224 - Medicare OT	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
044	CIP	87230 - Health Allocation	\$0	\$0	\$0	\$0	\$64,930	\$230,231	\$0	\$230,231
044	CIP	87241 - Dental - City Paid	\$0	\$0	\$0	\$0	\$1,266	\$3,891	\$0	\$3,891
044	CIP	87242 - Long Term Disability-City Paid	\$0	\$0	\$0	\$0	\$2,288	\$3,461	\$0	\$3,461
044	CIP	87243 - Vision- City Paid	\$0	\$0	\$0	\$0	\$512	\$1,584	\$0	\$1,584
044	CIP	87250 - Basic Life Insurance	\$0	\$0	\$0	\$0	\$241	\$1,317	\$0	\$1,317
044	CIP	87271 - VEBA	\$0	\$0	\$0	\$0	\$2,760	\$8,478	\$0	\$8,478
044	CIP	87272 - EAP	\$0	\$0	\$0	\$0	\$217	\$672	\$0	\$672
044	CIP	87274 - Auto Allowance	\$0	\$0	\$0	\$0	\$960	\$6,912	\$0	\$6,912
044	CIP	87275 - Mobile Phone Allowance	\$0	\$0	\$0	\$0	\$0	\$1,430	\$0	\$1,430
044	CIP	87279 - Misc. Other Benefits	\$0	\$0	\$0	\$0	\$459	\$1,779	\$0	\$1,779
044	CIP	87280 - City Paid - Deferred Comp Exp	\$0	\$0	\$0	\$0	\$498	\$7,066	\$0	\$7,066
044	CIP	87390 - OPEB	\$0	\$0	\$0	\$0	\$16,792	\$51,584	\$0	\$51,584
044	CIP	2 Benefit Accounts	\$0	\$0	\$0	\$0	\$348,412	\$1,239,127	\$0	\$1,239,127
044	CIP	87865 - Subscription baed IT arrangmnt	\$0	\$0	\$0	\$0	\$14,592	\$43,776	\$0	\$43,776
044	CIP	87870 - Contractual Serv Not Class	\$0	\$0	\$0	\$0	\$398,246	\$415,224	(\$415,224)	\$0
044	CIP	3 Mat/Serv/Sup	\$0	\$0	\$0	\$0	\$412,838	\$459,000	(\$415,224)	\$43,776
044	CIP	87650 - Information Technology Service	\$0	\$0	\$0	\$0	\$0	\$18,645	\$0	\$18,645
044	CIP	87660 - Workers Comp Insurance	\$0	\$0	\$0	\$0	\$0	\$11,258	\$0	\$11,258
044	CIP	87840 - Insurance And Surety Bonds	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
044	CIP	87994 - Services from Other Funds-CAP	\$0	\$0	\$0	\$0	\$0	\$201,868	\$0	\$201,868
044	CIP	5 Interfund Services	\$0	\$0	\$0	\$0	\$0	\$231,771	\$0	\$231,771
044	CIP	89953 - Trs Out - CIP	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
044	CIP	5 Interfund Services	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Subtotal			\$297,162	\$1,686,589	\$324,992	\$757,447	\$1,392,589	\$10,994,384	(\$1,184,044)	\$9,810,340

Adjustments for Fully-Burdened Hourly Rate Calculation

Allocation of Citywide Overhead

Description	Prop Dev - Gen Svc	Prop Dev - Dev Supp.	Field Svc - Gen Svc	Field Svc - Dev Svc	Field Svc - CIP	Subtotal	Adjustment	Total	Notes
Allocation of Citywide Overhead - Services from Other Funds CAP Plan Amount	\$33,061	\$148,710	\$33,523	\$64,175	\$41,786	\$921,718	\$0	\$921,718	[b]
Adjustment for FY 2024/25	2%	2%	2%	2%	2%	2%	2%	2%	[c]
Allocation of Citywide Overhead - Services from Other Funds CAP Plan Amount	\$33,722	\$151,684	\$34,194	\$65,459	\$42,622	\$940,153	\$0	\$940,153	

Total Divisional Costs

Description	Prop Dev - Gen Svc	Prop Dev - Dev Supp.	Field Svc - Gen Svc	Field Svc - Dev Svc	Field Svc - CIP	Subtotal	Adjustment	Total	Notes
Total	\$330,884	\$1,838,273	\$359,186	\$822,906	\$1,435,211	\$11,934,537	(\$1,184,044)	\$10,750,493	

City of Santa Clara
 User and Regulatory Fee Study
 Hourly Rate Calculation - Engineering
Calculation of Uniform Fully-Burdened Hourly Rate

Description	Total	Notes
Divisional Expenses	\$10,750,493	
Direct Hours	39,187	[d]
Total	\$274	

Information Below is for Use if City Desires to Use Positional Hourly Billing Rates

Scenario 1: Uniform Assignment of Materials and Overhead Costs Per Hour

Calculate Benefit Ratio

Salary Accounts	\$5,818,865
Benefit Accounts	\$3,189,344
Total	0.55

Allocation of Personnel Costs

Total Personnel Costs

Description	Total	Notes
Personnel Costs	\$9,008,209	

Description	Total	Total
Divisional Administration (Overhead)	27%	\$2,472,598
Direct Services	73%	\$6,535,611
Total	100%	\$9,008,209

Full Cost Factors for Hourly Rate Buildup

Description	Total	Share	Per Hour
Personnel	\$6,535,611	61%	\$167
Equipment	\$0	0%	\$0
Materials / Supplies	\$600,263	6%	\$15
Other Costs	\$0	0%	\$0
Overhead	\$3,614,619	34%	\$92
Total	\$10,750,493	100%	\$274

City of Santa Clara
 User and Regulatory Fee Study
 Hourly Rate Calculation - Engineering
Calculation of Uniform Fully-Burdened Hourly Rate

Description
Divisional Expenses
Direct Hours
Total

Information Below is for Use if City Desires to Use Positional Hourly Billing Rates

Scenario 1: Uniform Assignment of Materials and Overhead Costs Per Hour

Calculate Benefit Ratio

Salary Accounts
Benefit Accounts
Total

Allocation of Personnel Costs

Total Personnel Costs

Description
Personnel Costs

Description
Divisional Administration (Overhead)
Direct Services
Total

Full Cost Factors for Hourly Rate Buildup

Description
Personnel
Equipment
Materials / Supplies
Other Costs
Overhead
Total

Calculation of Direct Hours Ratio (Billing Factor)

Description	Base Hrs Per FTE	Adjust for Typical Leave	Adjust for Admin	Productive Hours	Direct Hours %	Direct Hours Per FTE	Notes
Hours	2,080	(216)	(374)	1,490	100%	1,490	
Direct Hours Bill Factor (For Every \$ of Salary Add this amount to account for Direct Hrs v. Total Hrs.)						1.40	

Position	Top Step Hrlly [e]	Benefits	Subtotal Labor Costs	Adjust for Direct Hours	Total Labor Rate	Add: M'tls / Supplies	Add: Overhead	Total Hourly Rate
Director of Public Works	\$168	\$92	\$260	1.40	\$363	\$15	\$92	\$471
Assistant Director of Public Works/City Engineer	\$137	\$75	\$213	1.40	\$297	\$15	\$92	\$405
Management Analyst	\$75	\$41	\$116	1.40	\$161	\$15	\$92	\$269
Office Specialist II	\$45	\$24	\$69	1.40	\$97	\$15	\$92	\$204
Office Specialist III	\$49	\$27	\$76	1.40	\$106	\$15	\$92	\$214
Office Specialist IV	\$52	\$28	\$80	1.40	\$112	\$15	\$92	\$219
Account Clerk II	\$50	\$28	\$78	1.40	\$109	\$15	\$92	\$216
Chief of Party	\$66	\$36	\$102	1.40	\$143	\$15	\$92	\$250
Principal Engineer	\$120	\$66	\$185	1.40	\$258	\$15	\$92	\$366
Principal Planner	\$96	\$53	\$149	1.40	\$208	\$15	\$92	\$316
Public Works Inspector	\$64	\$35	\$100	1.40	\$139	\$15	\$92	\$247
Senior Engineer (Civil)	\$95	\$52	\$147	1.40	\$206	\$15	\$92	\$313
Senior Engineering Aide	\$57	\$31	\$88	1.40	\$123	\$15	\$92	\$231
Associate Engineer (Civil)	\$80	\$44	\$124	1.40	\$173	\$15	\$92	\$281
Transportation Manager	\$121	\$66	\$187	1.40	\$261	\$15	\$92	\$368
Traffic Operations Engineer	\$88	\$48	\$137	1.40	\$191	\$15	\$92	\$298
Assistant Engineer (Civil)	\$76	\$42	\$118	1.40	\$165	\$15	\$92	\$273

Scenario 2: Assignment of a Common Indirect Rate Factor that Can Be Applied to Base Hourly Wage Rate to Calculate Fully-Burdened Hourly Billing Rate by Position

Calculation of Fully-Burdened Hourly Rate Billing Factor (Apply Factor to Top Step Salary for Positional Rates)

Description	FTE	Hours Per FTE	Total Hours	Salaries and Wages	Hourly Wage Rate Only	Burdened Hourly Rate	ICR Multiplier	Notes
Total	36.25	2,080	75,400	\$6,441,084	\$85	\$274	3.21	

[a] Source: FY 23/24 & 24/25 Adopted budget.
 [b] Source: Citywide Cost Allocation Plan.
 [c] Aligns to City's typical budgeting practice of increasing cost allocation amounts by 2% for second year of adopted budget.
 [d] See worksheet labeled: Allocation of Annual Labor Effort - Engineering.
 [e] Source: City of Santa Clara Salary Plans Effective 12/24/2023.

Calculation of Direct Hours Ratio (Billing Factor)

Description
Hours
Direct Hours Bill Factor (For Every \$ of Salary Add this amount to account for Dir

Position
Director of Public Works
Assistant Director of Public Works/City Engineer
Management Analyst
Office Specialist II
Office Specialist III
Office Specialist IV
Account Clerk II
Chief of Party
Principal Engineer
Principal Planner
Public Works Inspector
Senior Engineer (Civil)
Senior Engineering Aide
Associate Engineer (Civil)
Transportation Manager
Traffic Operations Engineer
Assistant Engineer (Civil)

Scenario 2: Assignment of a Common Indirect Rate Factor that Can Be Applied to

Calculation of Fully-Burdened Hourly Rate Billing Factor (Apply Factor to Top Step

Description
Total

[a] Source: FY 23/24 & 24/25 Adopted budget.

[b] Source: Citywide Cost Allocation Plan.

[c] Aligns to City's typical budgeting practice of increasing cost allocation amounts t

[d] See worksheet labeled: Allocation of Annual Labor Effort - Engineering.

[e] Source: City of Santa Clara Salary Plans Effective 12/24/2023.

City of Santa Clara
 Cost of Service Study for Analyzing User and Regulatory Fees
 Public Works / Engineering / LPD, Design, Traffic
 Calculation of the Estimated Costs of Providing Fee Related Services

Fee Description	Service Time										
	Assoc. Eng. (Civil)	Assist. Eng. (Civil)	Asst Dir Of PW / City Eng	Chief Of Party	Principal Engineer	Principal Planner	Public Works Inspector	Senior Engineer (Civil)	Sr Eng. Aide	Traffic Engineer	Total
Parcel Map and Record of Survey Checking Fee											
1 Parcel Map and Record of Survey Checking Fee (Includes 3 checks)											
2 Parcel Map and Record of Survey Checking Fee (4th and Subsequent Reviews)											
Final Map Checking Fee											
3 Final Map Checking Fee - First 5 lots (Includes 3 checks)											
4 Final Map Checking Fee - First 5 lots (4th and Subsequent Reviews)											
5 Final Map Checking Fee - Each additional lot beyond 5 lots (Includes 3 checks)											
6 Final Map Checking Fee - Each additional lot beyond 5 lots (4th and Subsequent Reviews)											
Amended Map Checking Fee											
7 Amended Parcel Map and Record of Survey Checking Fee (Includes 2 Checks)											
8 Amended Parcel Map and Record of Survey Checking Fee (3rd and Subsequent Reviews)											
9 Amended Final Map Checking Fee (Includes 2 checks)											
10 Amended Final Map Checking Fee (3rd and Subsequent Reviews)											
Certificate of Correction											
11 Processing Certificate of Correction (For Final / Parcel Maps) (Includes 2 Checks)											
12 Processing Certificate of Correction (3rd and Subsequent Reviews)											
Assessment District Reapportionment Fee - Assemblage / Parcel Split											
13 Assessment District Reapportionment Fee - Assemblage / Parcel Split - First 2 parcels					2.00			28.00			30.00
14 Assessment District Reapportionment Fee - Assemblage / Parcel Split - Each Subsequent Parcel					1.50			6.00			7.50
Certificate of Compliance											
15 Processing Certificate of Compliance (Includes 2 Checks)											
16 Processing Certificate of Compliance (3rd and Subsequent Reviews)											

City of Santa Clara
 Cost of Service Study for Analyzing User and Regulatory Fees
 Public Works / Engineering / LPD, Design, Traffic
 Calculation of the Estimated Costs of Providing Fee Related Services

Fee Description		Estimated Cost of Labor										
		\$281	\$273	\$405	\$250	\$366	\$316	\$247	\$313	\$231	\$298	
		Assoc. Eng. (Civil)	Assist. Eng. (Civil)	Asst Dir Of PW / City Eng	Chief Of Party	Principal Engineer	Principal Planner	Public Works Inspector	Senior Engineer (Civil)	Sr Eng. Aide	Traffic Engineer	Labor Cost of Service
Parcel Map and Record of Survey Checking Fee												
1	Parcel Map and Record of Survey Checking Fee (Includes 3 checks)											
2	Parcel Map and Record of Survey Checking Fee (4th and Subsequent Reviews)											
Final Map Checking Fee												
3	Final Map Checking Fee - First 5 lots (Includes 3 checks)											
4	Final Map Checking Fee - First 5 lots (4th and Subsequent Reviews)											
5	Final Map Checking Fee - Each additional lot beyond 5 lots (Includes 3 checks)											
6	Final Map Checking Fee - Each additional lot beyond 5 lots (4th and Subsequent Reviews)											
Amended Map Checking Fee												
7	Amended Parcel Map and Record of Survey Checking Fee (Includes 2 Checks)											
8	Amended Parcel Map and Record of Survey Checking Fee (3rd and Subsequent Reviews)											
9	Amended Final Map Checking Fee (Includes 2 checks)											
10	Amended Final Map Checking Fee (3rd and Subsequent Reviews)											
Certificate of Correction												
11	Processing Certificate of Correction (For Final / Parcel Maps) (Includes 2 Checks)											
12	Processing Certificate of Correction (3rd and Subsequent Reviews)											
Assessment District Reapportionment Fee - Assemblage / Parcel Split												
13	Assessment District Reapportionment Fee - Assemblage / Parcel Split - First 2 parcels					\$732			\$8,764			\$9,496
14	Assessment District Reapportionment Fee - Assemblage / Parcel Split - Each Subsequent Parcel					\$549			\$1,878			\$2,427
Certificate of Compliance												
15	Processing Certificate of Compliance (Includes 2 Checks)											
16	Processing Certificate of Compliance (3rd and Subsequent Reviews)											

City of Santa Clara
 Cost of Service Study for Analyzing User and Regulatory Fees
 Public Works / Engineering / LPD, Design, Traffic
 Calculation of the Estimated Costs of Providing Fee Related Services

Fee Description		Cost Recovery Information					
		Current Fee	Current Cost Recovery	Proposed Fee	Proposed Cost Recovery	Unit	Notes
Parcel Map and Record of Survey Checking Fee							
1	Parcel Map and Record of Survey Checking Fee (Includes 3 checks)	\$8,361	100%	\$8,361	100%	per map	[a]
2	Parcel Map and Record of Survey Checking Fee (4th and Subsequent Reviews)	\$1,470	100%	\$1,470	100%	per map	[a]
Final Map Checking Fee							
3	Final Map Checking Fee - First 5 lots (Includes 3 checks)	\$10,640	100%	\$10,640	100%	per map	[a]
4	Final Map Checking Fee - First 5 lots (4th and Subsequent Reviews)	\$1,470	100%	\$1,470	100%	per map	[a]
5	Final Map Checking Fee - Each additional lot beyond 5 lots (Includes 3 checks)	\$484	100%	\$484	100%	per lot	[a]
6	Final Map Checking Fee - Each additional lot beyond 5 lots (4th and Subsequent Reviews)	\$484	100%	\$484	100%	per lot	[a]
Amended Map Checking Fee							
7	Amended Parcel Map and Record of Survey Checking Fee (Includes 2 Checks)	\$3,491	100%	\$3,491	100%	per map	[a]
8	Amended Parcel Map and Record of Survey Checking Fee (3rd and Subsequent Reviews)	\$1,081	100%	\$1,081	100%	per map	[a]
9	Amended Final Map Checking Fee (Includes 2 checks)	\$3,491	100%	\$3,491	100%	per map	[a]
10	Amended Final Map Checking Fee (3rd and Subsequent Reviews)	\$1,081	100%	\$1,081	100%	per map	[a]
Certificate of Correction							
11	Processing Certificate of Correction (For Final / Parcel Maps) (Includes 2 Checks)	\$3,907	100%	\$3,907	100%	per certificate	[a]
12	Processing Certificate of Correction (3rd and Subsequent Reviews)	\$1,271	100%	\$1,271	100%	per certificate	[a]
Assessment District Reapportionment Fee - Assemblage / Parcel Split							
13	Assessment District Reapportionment Fee - Assemblage / Parcel Split - First 2 parcels	\$9,209	97%	\$9,496	100%		
14	Assessment District Reapportionment Fee - Assemblage / Parcel Split - Each Subsequent Parcel	\$2,341	96%	\$2,427	100%		
Certificate of Compliance							
15	Processing Certificate of Compliance (Includes 2 Checks)	\$1,773	100%	\$1,773	100%	per certificate	[a]
16	Processing Certificate of Compliance (3rd and Subsequent Reviews)	\$1,005	100%	\$1,005	100%	per certificate	[a]

City of Santa Clara
 Cost of Service Study for Analyzing User and Regulatory Fees
 Public Works / Engineering / LPD, Design, Traffic
 Calculation of the Estimated Costs of Providing Fee Related Services

Fee Description	Service Time										
	Assoc. Eng. (Civil)	Assist. Eng. (Civil)	Asst Dir Of PW / City Eng	Chief Of Party	Principal Engineer	Principal Planner	Public Works Inspector	Senior Engineer (Civil)	Sr Eng. Aide	Traffic Engineer	Total
Lot Line Adjustment Processing											
17 Lot Line Adjustment Processing (includes 3 checks)											
18 Lot Line Adjustment Processing - 4th and subsequent reviews											
Security Deposit for Survey											
19 Security Deposit for Survey - Property Monument (per monument)											
20 Security Deposit for Survey - Property Monument (minimum per map)											
21 Security Deposit for Survey City Standard Street Monuments (per monument)											
22 Security Deposit for Survey City Standard Street Monuments (minimum per map)											
Encroachment Permit											
<u>Encroachment Permit Processing</u>											
23 Processing Fee for Project up to \$25k	1.50										1.50
24 Processing Fee for Project over \$25k	3.00										3.00
25 Permit Extension Fee	1.00					0.75					1.75
<u>Encroachment Permit Plan Check</u>											
25 Plan Check For Projects up to \$25k (per set, includes 3 checks)	2.00	0.50						0.25			2.75
26 Plan Check For Projects between \$25k and \$35k (per set, includes 3 checks)	4.00	1.00						0.50			5.50
27 Plan Check For Projects over \$25k \$35k (per sheet, includes 3 checks)	3.00		0.25		1.00			1.50		0.25	6.00
28 Plan Check For Project up to \$25k - 4th and subsequent review (per set, per review)	0.25	0.17						0.17			0.58
29 Plan Check For Projects between \$25k and \$35k - 4th and subsequent review (per set, per review)	0.25	0.17						0.17			0.58
30 Plan Check For Projects over \$25k \$35k - 4th and subsequent review (per sheet, per review)	0.50				0.25			0.17		0.08	1.00
31 Plan Check For Projects over \$25k \$35k - for revisions after EP issuance (per sheet)	0.75				0.25			0.50		0.17	1.67

City of Santa Clara
 Cost of Service Study for Analyzing User and Regulatory Fees
 Public Works / Engineering / LPD, Design, Traffic
 Calculation of the Estimated Costs of Providing Fee Related Services

Fee Description		Estimated Cost of Labor										
		\$281	\$273	\$405	\$250	\$366	\$316	\$247	\$313	\$231	\$298	Labor Cost of Service
		Assoc. Eng. (Civil)	Assist. Eng. (Civil)	Asst Dir Of PW / City Eng	Chief Of Party	Principal Engineer	Principal Planner	Public Works Inspector	Senior Engineer (Civil)	Sr Eng. Aide	Traffic Engineer	
Lot Line Adjustment Processing												
17	Lot Line Adjustment Processing (includes 3 checks)											
18	Lot Line Adjustment Processing - 4th and subsequent reviews											
Security Deposit for Survey												
19	Security Deposit for Survey - Property Monument (per monument)											
20	Security Deposit for Survey - Property Monument (minimum per map)											
21	Security Deposit for Survey City Standard Street Monuments (per monument)											
22	Security Deposit for Survey City Standard Street Monuments (minimum per map)											
Encroachment Permit												
<u>Encroachment Permit Processing</u>												
23	Processing Fee for Project up to \$25k	\$422										\$422
24	Processing Fee for Project over \$25k	\$843										\$843
25	Permit Extension Fee	\$281						\$185				\$466
<u>Encroachment Permit Plan Check</u>												
25	Plan Check For Projects up to \$25k (per set, includes 3 checks)	\$562	\$137						\$78			\$777
26	Plan Check For Projects between \$25k and \$35k (per set, includes 3 checks)	\$1,124	\$273						\$157			\$1,554
27	Plan Check For Projects over \$25k \$35k (per sheet, includes 3 checks)	\$843		\$101		\$366			\$470		\$75	\$1,854
28	Plan Check For Project up to \$25k - 4th and subsequent review (per set, per review)	\$70	\$46						\$52			\$168
29	Plan Check For Projects between \$25k and \$35k - 4th and subsequent review (per set, per review)	\$70	\$46						\$52			\$168
30	Plan Check For Projects over \$25k \$35k - 4th and subsequent review (per sheet, per review)	\$141				\$92			\$52		\$25	\$309
31	Plan Check For Projects over \$25k \$35k - for revisions after EP issuance (per sheet)	\$211				\$92			\$157		\$50	\$508

City of Santa Clara
 Cost of Service Study for Analyzing User and Regulatory Fees
 Public Works / Engineering / LPD, Design, Traffic
 Calculation of the Estimated Costs of Providing Fee Related Services

Fee Description		Cost Recovery Information					
		Current Fee	Current Cost Recovery	Proposed Fee	Proposed Cost Recovery	Unit	Notes
Lot Line Adjustment Processing							
17	Lot Line Adjustment Processing (includes 3 checks)	\$7,610	100%	\$7,610	100%	per application	[a]
18	Lot Line Adjustment Processing - 4th and subsequent reviews	\$1,271	100%	\$1,271	100%	per application	[a]
Security Deposit for Survey							
19	Security Deposit for Survey - Property Monument (per monument)	\$1,918		\$1,921		per monument	
20	Security Deposit for Survey - Property Monument (minimum per map)	\$3,837		\$3,843		deposit	
21	Security Deposit for Survey City Standard Street Monuments (per monument)	\$2,558		\$2,562		per monument	
22	Security Deposit for Survey City Standard Street Monuments (minimum per map)	\$3,837		\$3,843		deposit	
Encroachment Permit							
<u>Encroachment Permit Processing</u>							
23	Processing Fee for Project up to \$25k	\$407	97%	\$421	100%	per permit	
24	Processing Fee for Project over \$25k	\$815	97%	\$843	100%	per permit	
25	Permit Extension Fee	\$455	98%	\$466	100%	per permit	
<u>Encroachment Permit Plan Check</u>							
25	Plan Check For Projects up to \$25k (per set, includes 3 checks)	\$751	97%	\$776	100%		
26	Plan Check For Projects between \$25k and \$35k (per set, includes 3 checks)	\$1,805 per sheet	varies	\$1,553	100%		
27	Plan Check For Projects over \$25k \$35k (per sheet, includes 3 checks)	\$1,805	97%	\$1,854	100%		
28	Plan Check For Project up to \$25k - 4th and subsequent review (per set, per review)	\$162	96%	\$167	99%		
29	Plan Check For Projects between \$25k and \$35k - 4th and subsequent review (per set, per review)	\$304 per sheet	varies	\$167	99%		
30	Plan Check For Projects over \$25k \$35k - 4th and subsequent review (per sheet, per review)	\$304	98%	\$309	100%		
31	Plan Check For Projects over \$25k \$35k - for revisions after EP issuance (per sheet)	\$505	99%	\$508	100%		

City of Santa Clara
 Cost of Service Study for Analyzing User and Regulatory Fees
 Public Works / Engineering / LPD, Design, Traffic
 Calculation of the Estimated Costs of Providing Fee Related Services

Fee Description	Service Time										
	Assoc. Eng. (Civil)	Assist. Eng. (Civil)	Asst Dir Of PW / City Eng	Chief Of Party	Principal Engineer	Principal Planner	Public Works Inspector	Senior Engineer (Civil)	Sr Eng. Aide	Traffic Engineer	Total
Encroachment Permit Inspections											
32 Engineering Inspections:											
a) \$0-\$15K							2.00				2.00
b) \$15,001-\$25K (Base)							2.50				2.50
c) \$25,001-\$35K (Base)							3.50	0.50			4.00
d) \$35,001-\$50K (Base)							5.00	1.00			6.00
e) \$50,001-\$100K (Base)							18.00	2.00			20.00
f) \$101K-\$200K (Base)							25.20	2.80			28.00
g) \$201K-\$500K (Base)							46.80	5.20			52.00
h) \$501K-\$1M (Base)							106.20	11.80			118.00
i) \$1M (Base)							199.80	22.20			222.00
j) \$1M + each additional \$500K or fraction thereof							50.40	5.60			56.00
Encroachment Permit - Slurry Seal											
33 Slurry Seal Fee											
34 Slurry Seal Fee - Minimum											
Encroachment Permit - Field Marking - Storm Drain											
35 Field Marking Storm Drain (Up to 50 ft. of excavation)							0.75				0.75
36 Field Marking Storm Drain (each additional 50 sqft or fraction thereof)							0.50				0.50
Encroachment Permit - Field Marking - Traffic Signal											
37 Field Marking - Traffic Signal (Up to 50 ft. of excavation)											
38 Field Marking - Traffic Signal (each additional 50 ft or fraction thereof)											
Copies (Design Criteria, Standard Details, Specifications, Code, Ordinances)											
39 Copies - per page for public											
40 Copies - per page for employees											
Black Line Print of Plans on File											
41 Black Line Print of Plans on File											

City of Santa Clara
 Cost of Service Study for Analyzing User and Regulatory Fees
 Public Works / Engineering / LPD, Design, Traffic
 Calculation of the Estimated Costs of Providing Fee Related Services

Fee Description		Estimated Cost of Labor										
		\$281	\$273	\$405	\$250	\$366	\$316	\$247	\$313	\$231	\$298	Labor Cost of Service
		Assoc. Eng. (Civil)	Assist. Eng. (Civil)	Asst Dir Of PW / City Eng	Chief Of Party	Principal Engineer	Principal Planner	Public Works Inspector	Senior Engineer (Civil)	Sr Eng. Aide	Traffic Engineer	
Encroachment Permit Inspections												
32	Engineering Inspections:											
	a) \$0-\$15K							\$494				\$494
	b) \$15,001-\$25K (Base)							\$618				\$618
	c) \$25,001-\$35K (Base)							\$865	\$157			\$1,021
	d) \$35,001-\$50K (Base)							\$1,235	\$313			\$1,548
	e) \$50,001-\$100K (Base)							\$4,446	\$626			\$5,072
	f) \$101K-\$200K (Base)							\$6,224	\$876			\$7,101
	g) \$201K-\$500K (Base)							\$11,560	\$1,628			\$13,187
	h) \$501K-\$1M (Base)							\$26,231	\$3,693			\$29,925
	i) \$1M (Base)							\$49,351	\$6,949			\$56,299
	j) \$1M + each additional \$500K or fraction thereof							\$12,449	\$1,753			\$14,202
Encroachment Permit - Slurry Seal												
33	Slurry Seal Fee											
34	Slurry Seal Fee - Minimum											
Encroachment Permit - Field Marking - Storm Drain												
35	Field Marking Storm Drain (Up to 50 ft. of excavation)							\$185				\$185
36	Field Marking Storm Drain (each additional 50 sqft or fraction thereof)							\$124				\$124
Encroachment Permit - Field Marking - Traffic Signal												
37	Field Marking - Traffic Signal (Up to 50 ft. of excavation)							\$150				\$150
38	Field Marking - Traffic Signal (each additional 50 ft or fraction thereof)							\$100				\$100
Copies (Design Criteria, Standard Details, Specifications, Code, Ordinances)												
39	Copies - per page for public											
40	Copies - per page for employees											
Black Line Print of Plans on File												
41	Black Line Print of Plans on File											

City of Santa Clara
 Cost of Service Study for Analyzing User and Regulatory Fees
 Public Works / Engineering / LPD, Design, Traffic
 Calculation of the Estimated Costs of Providing Fee Related Services

Fee Description		Cost Recovery Information				Unit	Notes
		Current Fee	Current Cost Recovery	Proposed Fee	Proposed Cost Recovery		
Encroachment Permit Inspections							
32	Engineering Inspections:						
	a) \$0-\$15K	\$489	99%	\$494	100%		
	b) \$15,001-\$25K (Base)	\$489	79%	\$618	100%		
	c) \$25,001-\$35K (Base)	\$2,006	196%	\$1,021	100%		
	d) \$35,001-\$50K (Base)	\$2,006	130%	\$1,548	100%		
	e) \$50,001-\$100K (Base)	\$5,516	109%	\$5,072	100%		
	f) \$101K-\$200K (Base)	\$7,021	99%	\$7,101	100%		
	g) \$201K-\$500K (Base)	\$13,039	99%	\$13,187	100%		
	h) \$501K-\$1M (Base)	\$29,588	99%	\$29,925	100%		
	i) \$1M (Base)	\$55,666	99%	\$56,299	100%		
	j) \$1M + each additional \$500K or fraction thereof	\$14,042	99%	\$14,202	100%		
Encroachment Permit - Slurry Seal							
33	Slurry Seal Fee	\$2.51		\$2.51		per square foot	
34	Slurry Seal Fee - Minimum	\$115		\$115		minimum	
Encroachment Permit - Field Marking - Storm Drain							
35	Field Marking Storm Drain (Up to 50 ft. of excavation)	\$183	99%	\$185	100%		
36	Field Marking Storm Drain (each additional 50 sqft or fraction thereof)	\$122	99%	\$123	100%		
Encroachment Permit - Field Marking - Traffic Signal							
37	Field Marking - Traffic Signal (Up to 50 ft. of excavation)	\$138	92%	\$150	100%		[b]
38	Field Marking - Traffic Signal (each additional 50 ft or fraction thereof)	\$92	92%	\$100	100%		[b]
Copies (Design Criteria, Standard Details, Specifications, Code, Ordinances)							
39	Copies - per page for public	\$0.20		\$0.20			
40	Copies - per page for employees	\$0.05		\$0.05			
Black Line Print of Plans on File							
41	Black Line Print of Plans on File	Actual Cost	100%	Actual Cost	100%		

City of Santa Clara
 Cost of Service Study for Analyzing User and Regulatory Fees
 Public Works / Engineering / LPD, Design, Traffic
 Calculation of the Estimated Costs of Providing Fee Related Services

Fee Description	Service Time										
	Assoc. Eng. (Civil)	Assist. Eng. (Civil)	Asst Dir Of PW / City Eng	Chief Of Party	Principal Engineer	Principal Planner	Public Works Inspector	Senior Engineer (Civil)	Sr Eng. Aide	Traffic Engineer	Total
Record Drawings Archiving Fee											
42 Record Drawings Archiving Fee (per sheet)	0.17						0.17				0.33
Watershed Map											
43 Watershed Map											
Encroachment Agreement Application											
44 Encroachment Agreement Application - Into Easements			0.50		0.75		1.00	20.50			22.75
45 Encroachment Agreement Application - Into Rights-of-way			0.75		1.00		1.25	21.50			24.50
Agreements, Grant Deeds, and Easement Dedications											
46 Preparation of Agreement/Easement/Grant Deed (Includes 2 checks)											
47 Preparation of Agreement/Easement/Grant Deed - 3rd and subsequent reviews											
48 3rd Party Review - Preparation of Agreement/Easement/Grant Deed (includes 2 checks)											
49 3rd Party Review - Preparation of Agreement/Easement/Grant Deed - 3rd and subsequent reviews											
Combination Agreement/Grant Deed for the Same Lot											
50 Combination Agreement / Grant Deed for the same lot (includes 2 checks)											
51 Combination Agreement / Grant Deed for the same lot - 3rd and subsequent review											
Document Recordation Fee											
52 Document Recordation Fee											
Review of Agreements & Easements											
53 Review of Agreements & Easements			0.50		1.00		1.50	17.00			20.00
54 Review of Minor Agreements & Easements					0.50		1.00	11.00			12.50
Right of Entry & Permit to Enter Agreements onto City Property											
55 Review of of Right of Entry Agreement onto City Property	17.00		0.50		1.00		1.50				20.00
56 Review of Permit to Enter Agreements onto City Property	17.00		0.50		1.00		1.50				20.00

City of Santa Clara
 Cost of Service Study for Analyzing User and Regulatory Fees
 Public Works / Engineering / LPD, Design, Traffic
 Calculation of the Estimated Costs of Providing Fee Related Services

Fee Description		Estimated Cost of Labor									Labor Cost of Service	
		\$281	\$273	\$405	\$250	\$366	\$316	\$247	\$313	\$231		\$298
		Assoc. Eng. (Civil)	Assist. Eng. (Civil)	Asst Dir Of PW / City Eng	Chief Of Party	Principal Engineer	Principal Planner	Public Works Inspector	Senior Engineer (Civil)	Sr Eng. Aide	Traffic Engineer	
Record Drawings Archiving Fee												
42	Record Drawings Archiving Fee (per sheet)	\$47						\$41				\$88
Watershed Map												
43	Watershed Map											
Encroachment Agreement Application												
44	Encroachment Agreement Application - Into Easements			\$203		\$275			\$313	\$4,736		\$5,526
45	Encroachment Agreement Application - Into Rights-of-way			\$304		\$366			\$391	\$4,967		\$6,028
Agreements, Grant Deeds, and Easement Dedications												
46	Preparation of Agreement/Easement/Grant Deed (Includes 2 checks)											
47	Preparation of Agreement/Easement/Grant Deed - 3rd and subsequent reviews											
48	3rd Party Review - Preparation of Agreement/Easement/Grant Deed (includes 2 checks)											
49	3rd Party Review - Preparation of Agreement/Easement/Grant Deed - 3rd and subsequent reviews											
Combination Agreement/Grant Deed for the Same Lot												
50	Combination Agreement / Grant Deed for the same lot (includes 2 checks)											
51	Combination Agreement / Grant Deed for the same lot - 3rd and subsequent review											
Document Recordation Fee												
52	Document Recordation Fee											
Review of Agreements & Easements												
53	Review of Agreements & Easements			\$203		\$366			\$470	\$3,927		\$4,965
54	Review of Minor Agreements & Easements					\$183			\$313	\$2,541		\$3,037
Right of Entry & Permit to Enter Agreements onto City Property												
55	Review of of Right of Entry Agreement onto City Property	\$4,777		\$203		\$366			\$470			\$5,815
56	Review of Permit to Enter Agreements onto City Property	\$4,777		\$203		\$366			\$470			\$5,815

City of Santa Clara
 Cost of Service Study for Analyzing User and Regulatory Fees
 Public Works / Engineering / LPD, Design, Traffic
 Calculation of the Estimated Costs of Providing Fee Related Services

Fee Description		Cost Recovery Information					
		Current Fee	Current Cost Recovery	Proposed Fee	Proposed Cost Recovery	Unit	Notes
Record Drawings Archiving Fee							
42	Record Drawings Archiving Fee (per sheet)	\$86	98%	\$88	100%	per sheet	
Watershed Map							
43	Watershed Map	Actual Cost	100%	Actual Cost	100%		
Encroachment Agreement Application							
44	Encroachment Agreement Application - Into Easements	\$5,212	94%	\$5,525	100%	per application	
45	Encroachment Agreement Application - Into Rights-of-way	\$5,686	94%	\$6,027	100%	per application	
Agreements, Grant Deeds, and Easement Dedications							
46	Preparation of Agreement/Easement/Grant Deed (Includes 2 checks)	\$5,666	100%	\$5,666	100%	per document	[a]
47	Preparation of Agreement/Easement/Grant Deed - 3rd and subsequent reviews	\$1,271	100%	\$1,271	100%	per document	[a]
48	3rd Party Review - Preparation of Agreement/Easement/Grant Deed (includes 2 checks)	\$4,452	100%	\$4,452	100%	per document	[a]
49	3rd Party Review - Preparation of Agreement/Easement/Grant Deed - 3rd and subsequent reviews	\$1,271	100%	\$1,271	100%	per document	[a]
Combination Agreement/Grant Deed for the Same Lot							
50	Combination Agreement / Grant Deed for the same lot (includes 2 checks)	\$7,481	100%	\$7,481	100%	both documents	[a]
51	Combination Agreement / Grant Deed for the same lot - 3rd and subsequent review	\$1,271	100%	\$1,271	100%	both documents	[a]
Document Recordation Fee							
52	Document Recordation Fee	Actual Cost	100%	Actual Cost	100%		
Review of Agreements & Easements							
53	Review of Agreements & Easements	\$4,688	94%	\$4,965	100%	per document	
54	Review of Minor Agreements & Easements	\$2,869	94%	\$3,037	100%	per document	
Right of Entry & Permit to Enter Agreements onto City Property							
55	Review of of Right of Entry Agreement onto City Property			\$5,815	100%	per agreement	
56	Review of Permit to Enter Agreements onto City Property			\$5,815	100%	per agreement	

City of Santa Clara
 Cost of Service Study for Analyzing User and Regulatory Fees
 Public Works / Engineering / LPD, Design, Traffic
 Calculation of the Estimated Costs of Providing Fee Related Services

Fee Description	Service Time										
	Assoc. Eng. (Civil)	Assist. Eng. (Civil)	Asst Dir Of PW / City Eng	Chief Of Party	Principal Engineer	Principal Planner	Public Works Inspector	Senior Engineer (Civil)	Sr Eng. Aide	Traffic Engineer	Total
Outside 3rd Party Review or Inspection											
57 Outside 3rd Party Review or Inspection of Items within public ROW or City Easements											
58 Outside 3rd Party Review for Survey or Mapping											
Overtime Plan Check, Mapping Review, etc.											
59 Overtime Plan Check, Mapping Review, etc.											
Storm Drain Outlet Charge											
60 Storm Drain Outlet Charge											
61 Institutional (allowed under certain conditions)											
Sanitary Sewer Outlet Charge											
62 Residential-Single Family (choose the greatest and add Conveyance Fee)											
a) Per Unit											
b) Per Lot											
c) Per Acre											
63 Trailer Parks & Mobile Homes (choose the greatest and add Conveyance Fee)											
a) Per Lot											
b) Per Acre											
64 Condo & Planned Unit Development (choose the greatest and add Conveyance Fee)											
a) Per Unit											
b) Per Acre											
65 Commercial & Industrial (choose the greatest and add Conveyance Fee)											
a) Per Lot											
b) Per Acre											
Sanitary Sewer Outlet Charge - Conveyance Fee											
66 Sanitary Sewer Outlet Charge - Conveyance Fee											
a) Residential											
b) Accessory Dwelling Unit											
c) Non-residential											

City of Santa Clara
 Cost of Service Study for Analyzing User and Regulatory Fees
 Public Works / Engineering / LPD, Design, Traffic
 Calculation of the Estimated Costs of Providing Fee Related Services

Fee Description		Estimated Cost of Labor										
		\$281	\$273	\$405	\$250	\$366	\$316	\$247	\$313	\$231	\$298	Labor Cost of Service
		Assoc. Eng. (Civil)	Assist. Eng. (Civil)	Asst Dir Of PW / City Eng	Chief Of Party	Principal Engineer	Principal Planner	Public Works Inspector	Senior Engineer (Civil)	Sr Eng. Aide	Traffic Engineer	
Outside 3rd Party Review or Inspection												
57	Outside 3rd Party Review or Inspection of Items within public ROW or City Easements											
58	Outside 3rd Party Review for Survey or Mapping											
Overtime Plan Check, Mapping Review, etc.												
59	Overtime Plan Check, Mapping Review, etc.											
Storm Drain Outlet Charge												
60	Storm Drain Outlet Charge											
61	Institutional (allowed under certain conditions)											
Sanitary Sewer Outlet Charge												
62	Residential-Single Family (choose the greatest and add Conveyance Fee)											
	a) Per Unit											
	b) Per Lot											
	c) Per Acre											
63	Trailer Parks & Mobile Homes (choose the greatest and add Conveyance Fee)											
	a) Per Lot											
	b) Per Acre											
64	Condo & Planned Unit Development (choose the greatest and add Conveyance Fee)											
	a) Per Unit											
	b) Per Acre											
65	Commercial & Industrial (choose the greatest and add Conveyance Fee)											
	a) Per Lot											
	b) Per Acre											
Sanitary Sewer Outlet Charge - Conveyance Fee												
66	Sanitary Sewer Outlet Charge - Conveyance Fee											
	a) Residential											
	b) Accessory Dwelling Unit											
	c) Non-residential											

City of Santa Clara
 Cost of Service Study for Analyzing User and Regulatory Fees
 Public Works / Engineering / LPD, Design, Traffic
 Calculation of the Estimated Costs of Providing Fee Related Services

Fee Description		Cost Recovery Information				Unit	Notes
		Current Fee	Current Cost Recovery	Proposed Fee	Proposed Cost Recovery		
Outside 3rd Party Review or Inspection							
57	Outside 3rd Party Review or Inspection of Items within public ROW or City Easements	Actual Cost with Initial Deposit		Actual Cost with Initial Deposit			
58	Outside 3rd Party Review for Survey or Mapping	Actual Cost with Initial Deposit		Actual Cost with Initial Deposit			
Overtime Plan Check, Mapping Review, etc.							
59	Overtime Plan Check, Mapping Review, etc.	Actual Cost with Initial Deposit		Actual Cost with Initial Deposit			
Storm Drain Outlet Charge							
60	Storm Drain Outlet Charge	\$8,886.60		\$8,901.71		per acre	
61	Institutional (allowed under certain conditions)	\$2,944.71		\$2,949.72		per acre	
Sanitary Sewer Outlet Charge							
62	Residential-Single Family (choose the greatest and add Conveyance Fee)						
	a) Per Unit	\$521.91		\$522.79		per unit	
	b) Per Lot	\$1,962.30		\$1,965.63		per lot	
	c) Per Acre	\$8,886.60		\$8,901.71		per acre	
63	Trailer Parks & Mobile Homes (choose the greatest and add Conveyance Fee)						
	a) Per Lot	\$733.62		\$734.87		per lot	
	b) Per Acre	\$8,886.60		\$8,901.71		per acre	
64	Condo & Planned Unit Development (choose the greatest and add Conveyance Fee)						
	a) Per Unit	\$521.91		\$522.79		per unit	
	b) Per Acre	\$8,886.60		\$8,901.71		per acre	
65	Commercial & Industrial (choose the greatest and add Conveyance Fee)						
	a) Per Lot	\$1,962.30		\$1,965.63		per lot	
	b) Per Acre	\$8,886.60		\$8,901.71		per acre	
Sanitary Sewer Outlet Charge - Conveyance Fee							
66	Sanitary Sewer Outlet Charge - Conveyance Fee						
	a) Residential	\$4,218.00		\$4,218.00		per dwelling unit	
	b) Accessory Dwelling Unit	\$2,653.00		\$2,653.00			
	c) Non-residential	\$8.60		\$8.60		per gallon per day	

City of Santa Clara
 Cost of Service Study for Analyzing User and Regulatory Fees
 Public Works / Engineering / LPD, Design, Traffic
 Calculation of the Estimated Costs of Providing Fee Related Services

Fee Description	Service Time										
	Assoc. Eng. (Civil)	Assist. Eng. (Civil)	Asst Dir Of PW / City Eng	Chief Of Party	Principal Engineer	Principal Planner	Public Works Inspector	Senior Engineer (Civil)	Sr Eng. Aide	Traffic Engineer	Total
Sanitary Sewer Capacity Model Run Fee											
67 Sanitary Sewer Capacity Model Run Fee - Initial run											
68 Sanitary Sewer Capacity Model Run Fee - Subsequent model run											
Existing Improvements											
69 Existing Improvements											
a) Street Improvements											
i) Residential											
ii) Commercial											
iii) Industrial											
b) Street Curbing											
c) Sidewalk Improvements											
d) Street Name Signs											
e) Sanitary Sewers											
f) Stom Drains											
g) Right-of-way and/or Easements											
Recreation Tax (Bedroom) - New Construction-Permit											
70 Recreation Tax (Bedroom) - New Construction-Permit											
a) First Bedroom											
b) Each Additional											
Recreation Tax (Bedroom) - Additions											
71 Recreation Tax (Bedroom) - Additions											
a) Each Additional											
Traffic Impact Fee pre 10/22/18											
72 Traffic Impact Fee pre 10/22/18											
a) Office/R & D											
b) Industrial											
c) Warehousing, Utilities Communications											
d) Hotel-Motel											

City of Santa Clara
 Cost of Service Study for Analyzing User and Regulatory Fees
 Public Works / Engineering / LPD, Design, Traffic
 Calculation of the Estimated Costs of Providing Fee Related Services

Fee Description		Estimated Cost of Labor									Labor Cost of Service
		\$281	\$273	\$405	\$250	\$366	\$316	\$247	\$313	\$231	
		Assoc. Eng. (Civil)	Assist. Eng. (Civil)	Asst Dir Of PW / City Eng	Chief Of Party	Principal Engineer	Principal Planner	Public Works Inspector	Senior Engineer (Civil)	Sr Eng. Aide	Traffic Engineer
Sanitary Sewer Capacity Model Run Fee											
67	Sanitary Sewer Capacity Model Run Fee - Initial run										
68	Sanitary Sewer Capacity Model Run Fee - Subsequent model run										
Existing Improvements											
69	Existing Improvements										
	a) Street Improvements										
	i) Residential										
	ii) Commercial										
	iii) Industrial										
	b) Street Curbing										
	c) Sidewalk Improvements										
	d) Street Name Signs										
	e) Sanitary Sewers										
	f) Storm Drains										
	g) Right-of-way and/or Easements										
Recreation Tax (Bedroom) - New Construction-Permit											
70	Recreation Tax (Bedroom) - New Construction-Permit										
	a) First Bedroom										
	b) Each Additional										
Recreation Tax (Bedroom) - Additions											
71	Recreation Tax (Bedroom) - Additions										
	a) Each Additional										
Traffic Impact Fee pre 10/22/18											
72	Traffic Impact Fee pre 10/22/18										
	a) Office/R & D										
	b) Industrial										
	c) Warehousing, Utilities Communications										
	d) Hotel-Motel										

Fee Description		Cost Recovery Information				Unit	Notes
		Current Fee	Current Cost Recovery	Proposed Fee	Proposed Cost Recovery		
Sanitary Sewer Capacity Model Run Fee							
67	Sanitary Sewer Capacity Model Run Fee - Initial run	\$9,529	100%	\$9,529	100%		
68	Sanitary Sewer Capacity Model Run Fee - Subsequent model run	time & materials	100%	time & materials	100%		
Existing Improvements							
69	Existing Improvements						
	a) Street Improvements						
	i) Residential	\$124.85		\$125.06		per front foot	
	ii) Commercial	\$264.80		\$265.25		per front foot	
	iii) Industrial	\$190.60		\$190.92		per front foot	
	b) Street Curbing	\$45.54		\$45.62		per front foot	
	c) Sidewalk Improvements	\$18.17		\$18.20		per square foot	
	d) Street Name Signs	\$0.31		\$0.32		per front foot	
	e) Sanitary Sewers	\$45.41		\$45.48		per front foot	
	f) Storm Drains	\$45.41		\$45.48		per front foot	
	g) Right-of-way and/or Easements	use original cost per square foot		use original cost per square foot			
Recreation Tax (Bedroom) - New Construction-Permit							
70	Recreation Tax (Bedroom) - New Construction-Permit						
	a) First Bedroom	\$15.00		\$15.00			
	b) Each Additional	\$5.00		\$5.00		per bedroom	
Recreation Tax (Bedroom) - Additions							
71	Recreation Tax (Bedroom) - Additions						
	a) Each Additional	\$5.00		\$5.00		per bedroom	
Traffic Impact Fee pre 10/22/18							
72	Traffic Impact Fee pre 10/22/18						
	a) Office/R & D	\$1.27		\$1.27			
	b) Industrial	\$0.86		\$0.86			
	c) Warehousing, Utilities Communications	\$0.25		\$0.25			
	d) Hotel-Motel	\$515.52		\$516.39		per room	

City of Santa Clara
 Cost of Service Study for Analyzing User and Regulatory Fees
 Public Works / Engineering / LPD, Design, Traffic
 Calculation of the Estimated Costs of Providing Fee Related Services

Fee Description		Service Time										
		Assoc. Eng. (Civil)	Assist. Eng. (Civil)	Asst Dir Of PW / City Eng	Chief Of Party	Principal Engineer	Principal Planner	Public Works Inspector	Senior Engineer (Civil)	Sr Eng. Aide	Traffic Engineer	Total
Traffic Impact Fee												
73	Traffic Impact Fee											
	a) Office/R & D											
	b) Industrial											
	c) Warehousing, Utilities Communications											
	d) Retail											
	e) Hotel-Motel											
	f) Multi-Family Residential											
	g) Single-Family Residential											
Tasman East Specific Plan Area Impact Fee												
74	Multi-Family Residential											
Patrick Henry Drive Specific Plan Infrastructure Impact Fee												
75	Multi-Family Residential											
76	Office											
Oversize, Overweight Vehicle Fee												
77	Oversize, Overweight Vehicle Fee - Single	0.50										0.50
78	Oversize, Overweight Vehicle Fee - Annual	0.50										0.50
Traffic Flow Map												
79	Traffic Flow Map - Mailed	0.17										0.17
80	Traffic Flow Map - Not Mailed	0.08										0.08

City of Santa Clara
 Cost of Service Study for Analyzing User and Regulatory Fees
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Fee Description		Estimated Cost of Labor										
		\$281	\$273	\$405	\$250	\$366	\$316	\$247	\$313	\$231	\$298	
		Assoc. Eng. (Civil)	Assist. Eng. (Civil)	Asst Dir Of PW / City Eng	Chief Of Party	Principal Engineer	Principal Planner	Public Works Inspector	Senior Engineer (Civil)	Sr Eng. Aide	Traffic Engineer	Labor Cost of Service
Traffic Impact Fee												
73	Traffic Impact Fee											
	a) Office/R & D											
	b) Industrial											
	c) Warehousing, Utilities Communications											
	d) Retail											
	e) Hotel-Motel											
	f) Multi-Family Residential											
	g) Single-Family Residential											
Tasman East Specific Plan Area Impact Fee												
74	Multi-Family Residential											
Patrick Henry Drive Specific Plan Infrastructure Impact Fee												
75	Multi-Family Residential											
76	Office											
Oversize, Overweight Vehicle Fee												
77	Oversize, Overweight Vehicle Fee - Single	\$141										\$141
78	Oversize, Overweight Vehicle Fee - Annual	\$141										\$141
Traffic Flow Map												
79	Traffic Flow Map - Mailed	\$47										\$47
80	Traffic Flow Map - Not Mailed	\$23										\$23

City of Santa Clara
 Cost of Service Study for Analyzing User and Regulatory Fees
 Public Works / Engineering / LPD, Design, Traffic
 Calculation of the Estimated Costs of Providing Fee Related Services

Fee Description		Cost Recovery Information				Unit	Notes
		Current Fee	Current Cost Recovery	Proposed Fee	Proposed Cost Recovery		
Traffic Impact Fee							
73	Traffic Impact Fee						
	a) Office/R & D	\$1.74		\$1.75			
	b) Industrial	\$0.96		\$0.96			
	c) Warehousing, Utilities Communications	\$0.28		\$0.28			
	d) Retail	\$5.80		\$5.81			
	e) Hotel-Motel	\$913.73		\$915.28		per room	
	f) Multi-Family Residential	\$670.05		\$671.19		per dwelling unit	
	g) Single-Family Residential	\$1,507.60		\$1,510.17		per dwelling unit	
Tasman East Specific Plan Area Impact Fee							
74	Multi-Family Residential	\$8,145.98		\$8,159.83		per dwelling unit	
Patrick Henry Drive Specific Plan Infrastructure Impact Fee							
75	Multi-Family Residential	\$10,431.70		\$10,449.43		per dwelling unit	
76	Office	\$22.76		\$22.80		per square foot	
Oversize, Overweight Vehicle Fee							
77	Oversize, Overweight Vehicle Fee - Single	\$16	11%	\$16	11%	per vehicle	
78	Oversize, Overweight Vehicle Fee - Annual	\$90	64%	\$90	64%	per vehicle	
Traffic Flow Map							
79	Traffic Flow Map - Mailed	\$45	96%	\$46	98%	each	
80	Traffic Flow Map - Not Mailed	\$22	94%	\$23	98%	each	

City of Santa Clara
 Cost of Service Study for Analyzing User and Regulatory Fees
 Public Works / Engineering / LPD, Design, Traffic
 Calculation of the Estimated Costs of Providing Fee Related Services

Fee Description	Service Time										
	Assoc. Eng. (Civil)	Assist. Eng. (Civil)	Asst Dir Of PW / City Eng	Chief Of Party	Principal Engineer	Principal Planner	Public Works Inspector	Senior Engineer (Civil)	Sr Eng. Aide	Traffic Engineer	Total
Storage or Refuse Bins on City Street											
81 Storage or Refuse Bins on City Street	1.00										1.00
Temporary Sanitary Sewer Discharge											
82 Temporary Sanitary Sewer Discharge	3.00							2.00			5.00
Building Permit Site Clearance Fee											
83 Building Permit Site Clearance Fee											
a) Minor	0.50										0.50
b) Major	1.00										1.00
Subdivision Committee Review											
84 Subdivision Committee Review - Tentative Map - 4 or fewer lots	3.00				1.00			1.50			5.50
85 Subdivision Committee Review - Tentative Map - 5 or more lots	4.00				2.00			2.00	0.50		8.50
86 Subdivision Committee Review - Lot line adjustment	1.50				0.50			0.50			2.50
Project Clearance Committee Review											
87 Project Clearance Committee Review - Preliminary Application/Re-zoning/Architect	1.50				1.00			0.50			3.00
88 Project Clearance Committee Review - Use Permit / Variance	0.83				0.33			0.33			1.50
89 Project Clearance Committee Review - CEQA - Initial Study Review	4.00				1.00	0.50		3.00	1.00		9.50
90 Project Clearance Committee Review - CEQA - EIR Review					2.00	1.50		10.00	1.50		15.00
91 Project Clearance Committee Review - Traffic Study Report Review (without EIR)	1.50					2.00		5.00	1.00		9.50
Cost Analysis for Development											
92 Cost Analysis for Development - CAD - Minor (ADU, SFH, and up to 4 residential units)	0.75				0.25			0.50			1.50
93 Cost Analysis for Development - CAD - Major	2.50				0.50			0.75			3.75
Shared Mobility Permit and Impound Fees											
Shared Mobility Permit and Impound Fees											
1) Application Fee (per Operator)											
2) Annual Fee (per Operator)											
3) Per Device Fee (excluding the first 60 devices)											
4) Per Additional Device Fee (for authorized increases to the original number of permitted devices)											
5) Impound Fee (per device)											

[a] Assumes use of 3rd party.
 [b] See Electric (SVP) cost of service.

City of Santa Clara
 Cost of Service Study for Analyzing User and Regulatory Fees
 Public Works / Engineering / LPD, Design, Traffic
 Calculation of the Estimated Costs of Providing Fee Related Services

Fee Description		Estimated Cost of Labor									Labor Cost of Service	
		\$281	\$273	\$405	\$250	\$366	\$316	\$247	\$313	\$231		\$298
		Assoc. Eng. (Civil)	Assist. Eng. (Civil)	Asst Dir Of PW / City Eng	Chief Of Party	Principal Engineer	Principal Planner	Public Works Inspector	Senior Engineer (Civil)	Sr Eng. Aide	Traffic Engineer	
81	Storage or Refuse Bins on City Street Storage or Refuse Bins on City Street	\$281										\$281
82	Temporary Sanitary Sewer Discharge Temporary Sanitary Sewer Discharge	\$843							\$626			\$1,469
83	Building Permit Site Clearance Fee Building Permit Site Clearance Fee											
	a) Minor	\$141										\$141
	b) Major	\$281										\$281
84	Subdivision Committee Review Subdivision Committee Review - Tentative Map - 4 or fewer lots	\$843				\$366			\$470			\$1,679
85	Subdivision Committee Review - Tentative Map - 5 or more lots	\$1,124				\$732			\$626		\$149	\$2,631
86	Subdivision Committee Review - Lot line adjustment	\$422				\$183			\$157			\$761
87	Project Clearance Committee Review Project Clearance Committee Review - Preliminary Application/Re-zoning/Architect	\$422				\$366			\$157			\$944
88	Project Clearance Committee Review - Use Permit / Variance	\$234				\$122			\$104			\$461
89	Project Clearance Committee Review - CEQA - Initial Study Review	\$1,124				\$366	\$158		\$939		\$298	\$2,885
90	Project Clearance Committee Review - CEQA - EIR Review					\$732	\$474		\$3,130		\$447	\$4,783
91	Project Clearance Committee Review - Traffic Study Report Review (without EIR)	\$422					\$632		\$1,565		\$298	\$2,917
92	Cost Analysis for Development Cost Analysis for Development - CAD - Minor (ADU, SFH, and up to 4 residential units)	\$211				\$92			\$157			\$459
93	Cost Analysis for Development - CAD - Major	\$703				\$183			\$235			\$1,120
	Shared Mobility Permit and Impound Fees Shared Mobility Permit and Impound Fees											
	1) Application Fee (per Operator)											
	2) Annual Fee (per Operator)											
	3) Per Device Fee (excluding the first 60 devices)											
	4) Per Additional Device Fee (for authorized increases to the original number of permitted devices)											
	5) Impound Fee (per device)											

[a] Assumes use of 3rd party.
 [b] See Electric (SVP) cost of service.

City of Santa Clara
 Cost of Service Study for Analyzing User and Regulatory Fees
 Public Works / Engineering / LPD, Design, Traffic
 Calculation of the Estimated Costs of Providing Fee Related Services

Fee Description		Cost Recovery Information				Unit	Notes
		Current Fee	Current Cost Recovery	Proposed Fee	Proposed Cost Recovery		
Storage or Refuse Bins on City Street							
81	Storage or Refuse Bins on City Street	\$157	56%	\$162	58%		
Temporary Sanitary Sewer Discharge							
82	Temporary Sanitary Sewer Discharge	\$1,421	97%	\$1,469	100%		
Building Permit Site Clearance Fee							
83	Building Permit Site Clearance Fee						
	a) Minor	\$135	96%	\$140	100%		
	b) Major	\$271	96%	\$280	100%		
Subdivision Committee Review							
84	Subdivision Committee Review - Tentative Map - 4 or fewer lots	\$1,615	96%	\$1,678	100%		
85	Subdivision Committee Review - Tentative Map - 5 or more lots	\$2,572	98%	\$2,631	100%		
86	Subdivision Committee Review - Lot line adjustment	\$731	96%	\$761	100%		
Project Clearance Committee Review							
87	Project Clearance Committee Review - Preliminary Application/Re-zoning/Architect	\$903	96%	\$944	100%		
88	Project Clearance Committee Review - Use Permit / Variance	\$442	96%	\$460	100%		
89	Project Clearance Committee Review - CEQA - Initial Study Review	\$2,871	100%	\$2,885	100%		
90	Project Clearance Committee Review - CEQA - EIR Review	\$4,742	99%	\$4,783	100%		
91	Project Clearance Committee Review - Traffic Study Report Review (without EIR)	\$2,899	99%	\$2,916	100%		
Cost Analysis for Development							
92	Cost Analysis for Development - CAD - Minor (ADU, SFH, and up to 4 residential units)	\$441	96%	\$458	100%		
93	Cost Analysis for Development - CAD - Major	\$1,079	96%	\$1,120	100%		
Shared Mobility Permit and Impound Fees							
Shared Mobility Permit and Impound Fees							
	1) Application Fee (per Operator)	\$3,629		\$3,762			
	2) Annual Fee (per Operator)	\$28,694		\$29,747			
	3) Per Device Fee (excluding the first 60 devices)	\$73		\$75			
	4) Per Additional Device Fee (for authorized increases to the original number of permitted devices)	\$36		\$37			
	5) Impound Fee (per device)	\$330		\$330			

[a] Assumes use of 3rd party.

[b] See Electric (SVP) cost of service.

City of Santa Clara
 User and Regulatory Fee Study
 Allocation of Annual Labor Effort - Streets / Storm Drain

Position [a]	FTE [a]	Total Hours Per FTE [b]	Less: Holiday & Leave [c]	Less: Breaks, Admin, Train [d]	Productive Hours Per FTE	Total Productive Hours	Indirect [d]	Direct [d]	Total	Total Indirect Hours	Total Direct Hours	Total Hours	Total Salary Top Step [e]	Annual Salary
Code Enforcement Officer	1.00	2,080	216	374	1,490	1,490	0%	100%	100%	-	1,490	1,490	\$63	\$130,811
Code Enforcement Technician	2.00	2,080	216	374	1,490	2,980	0%	100%	100%	-	2,980	2,980	\$50	\$209,664
Compliance Manager	0.90	2,080	216	374	1,490	1,341	35%	65%	100%	469	872	1,341	\$87	\$163,669
Deputy Public Works Director	0.95	2,080	216	374	1,490	1,416	80%	20%	100%	1,132	283	1,416	\$108	\$214,356
Director of Public Works	0.25	2,080	216	374	1,490	373	100%	0%	100%	373	-	373	\$168	\$87,350
Environmental Programs Manager	1.00	2,080	216	374	1,490	1,490	35%	65%	100%	522	969	1,490	\$87	\$181,854
Equipment Operator	2.00	2,080	216	374	1,490	2,980	0%	100%	100%	-	2,980	2,980	\$56	\$234,125
Office Specialist II	1.00	2,080	216	374	1,490	1,490	100%	0%	100%	1,490	-	1,490	\$45	\$92,934
Office Specialist III	0.60	2,080	216	374	1,490	894	100%	0%	100%	894	-	894	\$49	\$61,364
Public Works Supervisor	4.00	2,080	216	374	1,490	5,960	30%	70%	100%	1,788	4,172	5,960	\$73	\$605,030
Staff Aide I	0.90	2,080	216	374	1,490	1,341	0%	100%	100%	-	1,341	1,341	\$52	\$96,670
Staff Aide II - Environmental Programs	1.00	2,080	216	374	1,490	1,490	0%	100%	100%	-	1,490	1,490	\$54	\$112,840
Staff Analyst I	2.00	2,080	216	374	1,490	2,980	70%	30%	100%	2,086	894	2,980	\$63	\$261,622
Street Maintenance Worker I	3.00	2,080	216	374	1,490	4,470	0%	100%	100%	-	4,470	4,470	\$46	\$288,475
Street Maintenance Worker II	12.00	2,080	216	374	1,490	17,880	0%	100%	100%	-	17,880	17,880	\$49	\$1,216,800
Street Maintenance Worker III	11.00	2,080	216	374	1,490	16,390	0%	100%	100%	-	16,390	16,390	\$51	\$1,168,482
Street Maintenance Worker IV	6.00	2,080	216	374	1,490	8,940	0%	100%	100%	-	8,940	8,940	\$59	\$737,443
Street Sweeper Operator	3.00	2,080	216	374	1,490	4,470	0%	100%	100%	-	4,470	4,470	\$58	\$359,611
Superintendent of Streets and Solid Waste	1.00	2,080	216	374	1,490	1,490	30%	70%	100%	447	1,043	1,490	\$99	\$205,130
Tree Trimmer II	2.00	2,080	216	374	1,490	2,980	0%	100%	100%	-	2,980	2,980	\$55	\$228,592
Total	55.60					82,844				9,201	73,643	82,844		\$6,656,824
Total										11%	89%	100%		

[a] Source: FY 21/22 & 22/23 Adopted budget.

[b] Based on 40 hour week * 52 weeks per year.

[c] Amount intended to serve as reasonable estimate. Amount will vary annually, and by employee. Amount assumes twelve days holiday, ten days vacation/personal leave, five days sick leave.

[d] Amounts intended to serve as reasonable estimates developed for purposes of this analysis. Amount will vary annually, and by employee. Amount based on position and consultant experience working with similar municipalities.

[e] Source: City of Santa Clara Classified Salary Plan Approved 9/7/2021; City of Santa Clara Unclassified/Elected Salary Plan Approved 5/4/2021.

City of Santa Clara
 User and Regulatory Fee Study
 Hourly Rate Calculation - Streets / Storm Drain

FY 23/24 Forecast Expenses [a]		Program	2911	2921	2924	2931	2932	2933	2934	2935	2941	2951
Fund #	Fund Desc	Account Desc	Street Maint	Storm Sys Maint	Non-Point Source	Garbage Coll'ctn	Clean Grn Coll'ction	Clean Up C'mpgn	Res Recycl'g	Street Sweep	Parking Dis Maint	Landsc'p Maint
All	All	87010 - Salary And Wages - Regular	\$1,742,217	\$344,651	\$627,532	\$392,760	\$0	\$61,777	\$131,020	\$316,276	\$42,972	\$1,599,325
All	All	87011 - Salary Attrition and VTO	(\$52,641)	(\$11,127)	(\$18,256)	\$38,805	\$0	\$0	\$0	\$0	\$0	(\$48,554)
All	All	87017 - Premium Pay	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
All	All	87020 - Salary And Wages - As Needed	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
All	All	87030 - S & W - O.T. Vacation Relief	\$24,947	\$9,425	\$3,326	\$0	\$0	\$32,153	\$2,773	\$15,522	\$0	\$44,349
All	All	87110 - Contra 870x0-Reimbd Sal & Wage	(\$5,136)	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
All	All	1 Salary Accounts	\$1,709,387	\$342,949	\$612,602	\$431,565	\$0	\$93,930	\$133,793	\$331,798	\$42,972	\$1,595,120
All	All	87212 - PERS - Misc	\$591,727	\$116,699	\$213,275	\$133,446	\$0	\$21,004	\$44,543	\$107,314	\$14,611	\$543,141
All	All	87221 - Medicare	\$36,558	\$5,297	\$9,390	\$5,973	\$0	\$1,385	\$2,129	\$4,968	\$623	\$23,825
All	All	87222 - Social Security	\$150,817	\$22,448	\$39,590	\$23,137	\$0	\$5,510	\$8,966	\$21,235	\$2,664	\$100,867
All	All	87223 - Social Security - OT	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
All	All	87224 - Medicare OT	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
All	All	87230 - Health Allocation	\$233,747	\$38,551	\$91,146	\$43,936	\$0	\$8,305	\$11,386	\$44,242	\$11,306	\$322,578
All	All	87241 - Dental - City Paid	\$4,317	\$892	\$1,595	\$812	\$0	\$122	\$275	\$744	\$137	\$4,373
All	All	87242 - Long Term Disability-City Paid	\$1,265	\$117	\$2,342	\$1,417	\$0	\$63	\$504	\$0	\$0	\$903
All	All	87243 - Vision- City Paid	\$1,743	\$361	\$644	\$327	\$0	\$50	\$111	\$300	\$56	\$1,765
All	All	87250 - Basic Life Insurance	\$829	\$158	\$305	\$190	\$0	\$29	\$61	\$129	\$24	\$760
All	All	87271 - VEBA	\$9,420	\$1,950	\$3,480	\$1,770	\$0	\$270	\$600	\$1,620	\$300	\$9,540
All	All	87272 - EAP	\$753	\$157	\$279	\$142	\$0	\$22	\$48	\$129	\$24	\$763
All	All	87274 - Auto Allowance	\$3,624	\$180	\$2,520	\$3,072	\$0	\$360	\$720	\$0	\$0	\$792
All	All	87275 - Mobile Phone Allowance	\$1,152	\$48	\$960	\$912	\$0	\$96	\$288	\$0	\$0	\$144
All	All	87279 - Misc. Other Benefits	\$7,800	\$1,800	\$840	\$0	\$0	\$180	\$0	\$1,620	\$300	\$9,416
All	All	87390 - OPEB	\$57,305	\$11,862	\$21,170	\$10,768	\$0	\$1,642	\$3,650	\$9,855	\$1,825	\$58,035
All	All	2 Benefit Accounts	\$1,101,057	\$200,520	\$387,536	\$225,902	\$0	\$39,038	\$73,281	\$192,156	\$31,870	\$1,076,902
All	All	87500 - Operating Supplies	\$91,152	\$28,832	\$19,063	\$58,851	\$0	\$18,978	\$0	\$48,561	\$0	\$95,719
All	All	87600 - Maintenance	\$299,616	\$13,963	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$34,362
All	All	87735 - Franchise Fee Expense	\$0	\$0	\$0	\$841,888	\$0	\$0	\$0	\$0	\$0	\$0
All	All	87810 - Utilities Expenses	\$0	\$139,483	\$0	\$563	\$0	\$0	\$0	\$1,772	\$0	\$579,400
All	All	87825 - Conference, Travel and Training	\$12,079	\$3,788	\$12,166	\$0	\$0	\$0	\$7,834	\$0	\$0	\$9,634
All	All	87865 - Subscription Based IT arrangmnt	\$0	\$0	\$0	\$6,494	\$0	\$0	\$0	\$0	\$0	\$0
All	All	87870 - Contractual Serv Not Class	\$2,828	\$80,785	\$745,749	\$110,795	\$0	\$747,948	\$3,020	\$0	\$41,063	\$347,870
All	All	87890 - Services From Other Department	\$0	\$96,072	\$0	\$199,449	\$0	\$712,070	\$0	\$0	\$0	\$0
All	All	87900 - Rent Expense	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$2,706
All	All	87940 - Mandated Program Costs	\$0	\$0	\$46,459	\$636,000	\$0	\$0	\$0	\$0	\$0	\$1,082
All	All	3 Mat/Serv/Sup	\$405,675	\$362,923	\$823,437	\$1,854,040	\$0	\$1,478,996	\$10,854	\$50,333	\$41,063	\$1,070,773
All	All	87860 - Garbage Coll, Disposal, Recycl	\$0	\$0	\$0	\$23,115,223	\$3,254,115	\$967,817	\$4,165,477	\$0	\$0	\$0
All	All	4 Resource Product	\$0	\$0	\$0	\$23,115,223	\$3,254,115	\$967,817	\$4,165,477	\$0	\$0	\$0
All	All	87640 - Vehicle Equipment Maintenance	\$331,640	\$68,351	\$42,732	\$0	\$0	\$0	\$0	\$270,929	\$0	\$204,518
All	All	87650 - Technical Services Maintenance	\$72,978	\$27,956	\$26,374	\$514,031	\$0	\$0	\$0	\$0	\$12,473	\$85,092
All	All	87660 - Workers Comp Insurance	\$14,831	\$3,135	\$5,143	\$2,655	\$0	\$522	\$1,287	\$2,668	\$363	\$13,679
All	All	87680 - Unemployment Insurance	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0

City of Santa Clara
 User and Regulatory Fee Study
 Hourly Rate Calculation - Streets / Storm Drain

FY 23/24 Forecast Expenses [a]		Program	2952	2971				
Fund #	Fund Desc	Account Desc	Street Tree	Traffic Maint	Subtotal	Adjustment	Total	Notes
All	All	87010 - Salary And Wages - Regular	\$413,521	\$383,100	\$6,055,151	\$0	\$6,055,151	
All	All	87011 - Salary Attrition and VTO	(\$12,389)	(\$11,381)	(\$115,543)	\$0	(\$115,543)	
All	All	87017 - Premium Pay	\$0	\$0	\$0	\$0	\$0	
All	All	87020 - Salary And Wages - As Needed	\$0	\$0	\$0	\$0	\$0	
All	All	87030 - S & W - O.T. Vacation Relief	\$6,652	\$44,349	\$183,496	\$0	\$183,496	
All	All	87110 - Contra 870x0-Reimbd Sal & Wage	\$0	\$0	(\$5,136)	\$5,136	\$0	
All	All	1 Salary Accounts	\$407,784	\$416,068	\$6,117,968	\$5,136	\$6,123,104	
All	All	87212 - PERS - Misc	\$140,408	\$128,906	\$2,055,074	\$0	\$2,055,074	
All	All	87221 - Medicare	\$6,156	\$6,663	\$102,967	\$0	\$102,967	
All	All	87222 - Social Security	\$26,530	\$27,695	\$429,459	\$0	\$429,459	
All	All	87223 - Social Security - OT	\$0	\$0	\$0	\$0	\$0	
All	All	87224 - Medicare OT	\$0	\$0	\$0	\$0	\$0	
All	All	87230 - Health Allocation	\$69,704	\$37,556	\$912,457	\$0	\$912,457	
All	All	87241 - Dental - City Paid	\$1,004	\$880	\$15,151	\$0	\$15,151	
All	All	87242 - Long Term Disability-City Paid	\$934	\$671	\$8,216	\$0	\$8,216	
All	All	87243 - Vision- City Paid	\$405	\$356	\$6,118	\$0	\$6,118	
All	All	87250 - Basic Life Insurance	\$160	\$148	\$2,793	\$0	\$2,793	
All	All	87271 - VEBA	\$2,190	\$1,920	\$33,060	\$0	\$33,060	
All	All	87272 - EAP	\$175	\$153	\$2,645	\$0	\$2,645	
All	All	87274 - Auto Allowance	\$180	\$492	\$11,940	\$0	\$11,940	
All	All	87275 - Mobile Phone Allowance	\$48	\$48	\$3,696	\$0	\$3,696	
All	All	87279 - Misc. Other Benefits	\$2,320	\$2,200	\$26,476	\$0	\$26,476	
All	All	87390 - OPEB	\$13,322	\$11,679	\$201,113	\$0	\$201,113	
All	All	2 Benefit Accounts	\$263,536	\$219,367	\$3,811,165	\$0	\$3,811,165	
All	All	87500 - Operating Supplies	\$8,830	\$237,191	\$607,177	(\$607,177)	\$0	
All	All	87600 - Maintenance	\$0	\$3,610	\$351,551	(\$351,551)	\$0	
All	All	87735 - Franchise Fee Expense	\$0	\$0	\$841,888	(\$841,888)	\$0	
All	All	87810 - Utilities Expenses	\$0	\$0	\$721,218	(\$721,218)	\$0	
All	All	87825 - Conference, Travel and Training	\$3,030	\$5,304	\$53,835	\$0	\$53,835	
All	All	87865 - Subscription Based IT arrangmnt	\$0	\$0	\$6,494	\$0	\$6,494	
All	All	87870 - Contractual Serv Not Class	\$641,163	\$2,451	\$2,723,672	(\$2,723,672)	\$0	
All	All	87890 - Services From Other Department	\$0	\$0	\$1,007,591	(\$1,007,591)	\$0	
All	All	87900 - Rent Expense	\$0	\$0	\$2,706	(\$2,706)	\$0	
All	All	87940 - Mandated Program Costs	\$0	\$0	\$683,541	(\$683,541)	\$0	
All	All	3 Mat/Serv/Sup	\$653,023	\$248,556	\$6,999,673	(\$6,939,344)	\$60,329	
All	All	87860 - Garbage Coll, Disposal, Recycl	\$0	\$0	\$31,502,632	(\$31,502,632)	\$0	
All	All	4 Resource Product	\$0	\$0	\$31,502,632	(\$31,502,632)	\$0	
All	All	87640 - Vehicle Equipment Maintenance	\$0	\$61,185	\$979,355	\$0	\$979,355	
All	All	87650 - Technical Services Maintenance	\$22,362	\$26,118	\$787,384	\$0	\$787,384	
All	All	87660 - Workers Comp Insurance	\$3,490	\$3,206	\$50,979	\$0	\$50,979	
All	All	87680 - Unemployment Insurance	\$0	\$0	\$0	\$0	\$0	

City of Santa Clara
 User and Regulatory Fee Study

Hourly Rate Calculation - Streets / Storm Drain

All	All	87740 - Vehicle Equipment Amortization	\$199,889	\$56,562	\$26,062	\$0	\$0	\$0	\$0	\$200,284	\$0	\$172,614
All	All	87750 - Communi Equipment Amortization	\$95,437	\$0	\$0	\$0	\$7,288	\$0	\$0	\$0	\$0	\$0
All	All	87840 - Insurance And Surety Bonds	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
All	All	87994 - Services from Other Funds-CAP	\$0	\$0	\$0	\$1,428,611	\$0	\$0	\$0	\$0	\$14,539	\$0
All	All	5 Interfund Services	\$714,775	\$156,004	\$100,311	\$1,945,297	\$7,288	\$522	\$1,287	\$473,881	\$27,375	\$475,903
Subtotal			\$3,930,894	\$1,062,396	\$1,923,886	\$27,572,027	\$3,261,403	\$2,580,303	\$4,384,692	\$1,048,168	\$143,280	\$4,218,698

Adjustments for Fully-Burdened Hourly Rate Calculation

Allocation of Citywide Overhead

Description	Street Maint	Storm Sys Maint	Non-Point Source	Garbage Coll'ctn	Clean Grn Coll'ction	Clean Up C'mpgn	Res Recyc'lg	Street Sweep	Parking Dis Maint	Landsc'p Maint
Allocation of Citywide Overhead - Services from Other Funds CAP Plan Amount	\$585,021	\$249,127	\$115,509	\$2,449					\$190	\$310,701
Adjustment for FY 2024/25	2%	2%	2%	2%	2%	2%	2%	2%	2%	2%
Allocation of Citywide Overhead - Services from Other Funds CAP Plan Amount	\$596,722	\$254,110	\$117,819	\$2,498	\$0	\$0	\$0	\$0	\$194	\$316,915

Total Divisional Costs

Description	Eng Admin - Gen Svc	Eng Admin - Dev Svc	Eng Admin - CIP	Traffic - Gen Svc	Traffic - Dev Svc	Traffic - CIP	Traffic - Signal M.	Traffic - Stripe Sign	Design - Dev Svc	Design - CIP
Total	\$4,527,616	\$1,316,506	\$2,041,705	\$27,574,525	\$3,261,403	\$2,580,303	\$4,384,692	\$1,048,168	\$143,474	\$4,535,613

City of Santa Clara
 User and Regulatory Fee Study

Hourly Rate Calculation - Streets / Storm Drain

All	All	87740 - Vehicle Equipment Amortization	\$0	\$100,242	\$755,653	\$0	\$755,653
All	All	87750 - Communi Equipment Amortization	\$0	\$0	\$102,725	\$0	\$102,725
All	All	87840 - Insurance And Surety Bonds	\$0	\$0	\$0	\$0	\$0
All	All	87994 - Services from Other Funds-CAP	\$0	\$0	\$1,443,150	(\$1,443,150)	\$0
All	All	5 Interfund Services	\$25,852	\$190,751	\$4,119,246	(\$1,443,150)	\$2,676,096
Subtotal			\$1,350,195	\$1,074,742	\$52,550,684	(\$39,879,990)	\$12,670,694

Adjustments for Fully-Burdened Hourly Rate Calculation

Allocation of Citywide Overhead

Description	Street Tree	Traffic Maint	Subtotal	Adjustment	Total	Notes
Allocation of Citywide Overhead - Services from Other Funds CAP Plan Amount	\$96,760	\$90,752	\$1,450,512	\$0	\$1,450,512	[b]
Adjustment for FY 2024/25	2%	2%	2%	2%	2%	[c]
Allocation of Citywide Overhead - Services from Other Funds CAP Plan Amount	\$98,696	\$92,568	\$1,479,522	\$0	\$1,479,522	

Total Divisional Costs

Description	Prop Dev - Gen Svc	Field Svc - CIP	Subtotal	Adjustment	Total	Notes
Total	\$1,448,891	\$1,167,310	\$54,030,206	(\$39,879,990)	\$14,150,216	

City of Santa Clara
 User and Regulatory Fee Study
 Hourly Rate Calculation - Streets / Storm Drain
Calculation of Uniform Fully-Burdened Hourly Rate

Description	Total	Notes
Divisional Expenses	\$14,150,216	
Direct Hours	73,643	[d]
Total	\$192	

Information Below is for Use if City Desires to Use Positional Hourly Billing Rates

Scenario 1: Uniform Assignment of Materials and Overhead Costs Per Hour

Calculate Benefit Ratio

Salary Accounts	\$6,123,104
Benefit Accounts	\$3,811,165
Total	0.62

Allocation of Personnel Costs

Total Personnel Costs

Description	Total	Notes
Personnel Costs	\$9,934,269	

Description	Total	Total
Divisional Administration (Overhead)	11%	\$1,103,311
Direct Services	89%	\$8,830,958
Total	100%	\$9,934,269

Full Cost Factors for Hourly Rate Buildup

Description	Total	Share	Per Hour
Personnel	\$8,830,958	62%	\$120
Equipment	\$0	0%	\$0
Materials / Supplies	\$2,736,425	19%	\$37
Other Costs	\$0	0%	\$0
Overhead	\$2,582,833	18%	\$35
Total	\$14,150,216	100%	\$192

City of Santa Clara
 User and Regulatory Fee Study
 Hourly Rate Calculation - Streets / Storm Drain
Calculation of Uniform Fully-Burdened Hourly Rate

Description
Divisional Expenses
Direct Hours
Total

Information Below is for Use if City Desires to Use Positional Hourly Billing Rates

Scenario 1: Uniform Assignment of Materials and Overhead Costs Per Hour

Calculate Benefit Ratio

Salary Accounts
Benefit Accounts
Total

Allocation of Personnel Costs

Total Personnel Costs

Description
Personnel Costs

Description
Divisional Administration (Overhead)
Direct Services
Total

Full Cost Factors for Hourly Rate Buildup

Description
Personnel
Equipment
Materials / Supplies
Other Costs
Overhead
Total

City of Santa Clara
 User and Regulatory Fee Study
 Hourly Rate Calculation - Streets / Storm Drain

Calculation of Direct Hours Ratio (Billing Factor)

Description	Base Hrs Per FTE	Adjust for Typical Leave	Adjust for Admin	Productive Hours	Direct Hours %	Direct Hours Per FTE	Notes
Hours	2,080	(216)	(374)	1,490	100%	1,490	
Direct Hours Bill Factor (For Every \$ of Salary Add this amount to account for Direct Hrs v. Total Hrs.)						1.40	

Position	Top Step Hrlly [e]	Benefits	Subtotal Labor Costs	Adjust for Direct Hours	Total Labor Rate	Add: M'tls / Supplies	Add: Overhead	Total Hourly Rate
Code Enforcement Officer	\$63	\$39	\$102	1.40	\$142	\$37	\$35	\$215
Code Enforcement Technician	\$50	\$31	\$82	1.40	\$114	\$37	\$35	\$186
Compliance Manager	\$87	\$54	\$142	1.40	\$198	\$37	\$35	\$270
Deputy Public Works Director				See Engineering				
Director of Public Works				See Engineering				
Environmental Programs Manager	\$87	\$54	\$142	1.40	\$198	\$37	\$35	\$270
Equipment Operator	\$56	\$35	\$91	1.40	\$127	\$37	\$35	\$200
Office Specialist II	\$45	\$28	\$72	1.40	\$101	\$37	\$35	\$173
Office Specialist III	\$49	\$31	\$80	1.40	\$111	\$37	\$35	\$184
Public Works Supervisor	\$73	\$45	\$118	1.40	\$165	\$37	\$35	\$237
Staff Aide I	\$52	\$32	\$84	1.40	\$117	\$37	\$35	\$189
Staff Aide II - Environmental Programs	\$54	\$34	\$88	1.40	\$123	\$37	\$35	\$195
Staff Analyst I	\$63	\$39	\$102	1.40	\$142	\$37	\$35	\$215
Street Maintenance Worker I	\$46	\$29	\$75	1.40	\$105	\$37	\$35	\$177
Street Maintenance Worker II	\$49	\$30	\$79	1.40	\$110	\$37	\$35	\$183
Street Maintenance Worker III	\$51	\$32	\$83	1.40	\$116	\$37	\$35	\$188
Street Maintenance Worker IV	\$59	\$37	\$96	1.40	\$134	\$37	\$35	\$206
Street Sweeper Operator	\$58	\$36	\$94	1.40	\$131	\$37	\$35	\$203
Superintendent of Streets and Solid Waste	\$99	\$61	\$160	1.40	\$223	\$37	\$35	\$296
Tree Trimmer II	\$55	\$34	\$89	1.40	\$124	\$37	\$35	\$197

Scenario 2: Assignment of a Common Indirect Rate Factor that Can Be Applied to Base Hourly Wage Rate to Calculate Fully-Burdened Hourly Billing Rate by Position

Calculation of Fully-Burdened Hourly Rate Billing Factor (Apply Factor to Top Step Salary for Positional Rates)

Description	FTE	Hours Per FTE	Total Hours	Salaries and Wages	Hourly Wage Rate Only	Burdened Hourly Rate	ICR Multiplier	Notes
Total	55.60	2,080	115,648	\$6,656,824	\$58	\$192	3.34	

- [a] Source: FY 23/24 & 24/25 Adopted budget.
- [b] Source: Citywide Cost Allocation Plan.
- [c] Aligns to City's typical budgeting practice of increasing cost allocation amounts by 2% for second year of adopted budget.
- [d] See worksheet labeled: Allocation of Annual Labor Effort - Streets / Storm Drain.
- [e] Source: City of Santa Clara Salary Plans Effective 12/24/2023.

Calculation of Direct Hours Ratio (Billing Factor)

Description
Hours
Direct Hours Bill Factor (For Every \$ of Salary Add this amount to account for Di

Position
Code Enforcement Officer
Code Enforcement Technician
Compliance Manager
Deputy Public Works Director
Director of Public Works
Environmental Programs Manager
Equipment Operator
Office Specialist II
Office Specialist III
Public Works Supervisor
Staff Aide I
Staff Aide II - Environmental Programs
Staff Analyst I
Street Maintenance Worker I
Street Maintenance Worker II
Street Maintenance Worker III
Street Maintenance Worker IV
Street Sweeper Operator
Superintendent of Streets and Solid Waste
Tree Trimmer II

Scenario 2: Assignment of a Common Indirect Rate Factor that Can Be Applied to

Calculation of Fully-Burdened Hourly Rate Billing Factor (Apply Factor to Top Ste

Description
Total

[a] Source: FY 23/24 & 24/25 Adopted budget.
 [b] Source: Citywide Cost Allocation Plan.
 [c] Aligns to City's typical budgeting practice of increasing cost allocation amounts
 [d] See worksheet labeled: Allocation of Annual Labor Effort - Streets / Storm Drain
 [e] Source: City of Santa Clara Salary Plans Effective 12/24/2023.

Fee Description	Equip. Operator	Street Super'ntd	Tree Trimmer II	Public Works Superv.	Street Maint Worker	Street Maint Worker II	Street Maint Worker III	Street Maint Worker IV	Staff Analyst	Code Enforc. Tech	Code Enforc. Officer	Compliance Manager	Consultant	Env Programs Mgr	Staff Aide II - Env. Programs	Public Works Superv.	Total
PUBLIC WORKS / STREET / STORM DRAIN DIVISION																	
1 Active construction site inspections of projects over one (1) acre in size and high priority sites during wet season (Oct - Apr) as required by Provision C.6 or MRP										2.11	1.06	0.10					3.27
2 Industrial/commercial facility stormwater inspections as required by Provision C.4 of MRP (Tier 1)										2.44	1.22	0.10					3.77
3 Industrial/commercial facility stormwater inspections as required by Provision C.4 of MRP (Tier 2)										1.61	0.81	0.10					2.52
4 Operation and Maintenance inspection of stormwater treatment systems installed on projects as required by Provision C.3 of MRP																	
Tier 1: 1 - 25 Treatment Measures										2.94	1.47	0.10					4.52
Tier 2: 26 - 50 Treatment Measures										3.61	1.81	0.10					5.52
Tier 3: 50+ Treatment Measures										4.28	2.14	0.10					6.52
5 Operation and Maintenance Agreement - Administration of permanent stormwater treatment systems installed on projects as required by Provision C.3 of MRP									4.00								4.00
6 Stormwater Management Planning Application Plan review as required by Provision C.3 of MRP												6.00	10.80				16.80
7 Stormwater Management Building Application Improvement Plans Review for stormwater management compliance with Provision C.3 of MRP												6.00	10.80				16.80
8 Private Land Drainage Area (PLDA) Program Inspection Fee										2.50	1.00	0.10					3.60
9 Storm Drain Medallion Fee							0.03		0.05					0.01			0.09
10 Building Demolition Polychlorinated biphenyls (PCBs) Inspection Fee										2.11	1.06	0.10					3.27
PUBLIC WORKS / STREET / STREET MAINTENANCE DIVISION																	
11 Pavement Restoration Charge Up to 3" Thick Asphalt																	
a) First 80 cubic ft.	3.25				3.25	6.50	6.50	3.25									22.75
b) Each additional cubic ft.	0.04				0.04	0.08	0.08	0.04									0.28
12 Engineering Plan Review per sheet (Streets)																	
a) First three (3) reviews				0.75													0.75
b) Fourth and subsequent review				0.17													0.17
13 Concrete Removal/Replace Charge - Curb/Gutter																	
a) Base								3.00									3.00
b) Per Linear Foot																	

City of Santa Clara
 Cost of Service Study for Analyzing User and Regulatory Fees
 Streets / Storm Drain Fees
 Calculation of the Estimated Costs of Providing Fee Related Services

Fee Description	Equip. Operator	Street Super'ntdt	Tree Trimmer II	Public Works Superv.	Street Maint Worker	Street Maint Worker II	Street Maint Worker III	Street Maint Worker IV	Staff Analyst	Code Enforc. Tech	Code Enforc. Officer	Compliance Manager	Consultant	Env Programs Mgr	Staff Aide II - Env. Programs	Public Works Superv.	Total
14 Concrete Removal/Replace Charge - Sidewalk								3.00									3.00
a) Base																	
b) Per Square Foot																	
15 Traffic Sign Fabrication				1.00	2.50	1.50											5.00
PUBLIC WORKS / STREET / PARKWAYS & BOULEVARDS																	
16 Street tree removal		0.50	2.00	2.00													4.50
17 City tree planting - includes in-lieu tree planting for private development tree removals <i>Street tree planting - Property development</i>		0.50	2.00	2.00													4.50
18 Parkways and Boulevards Plan Review												1.00	1.80				2.80
PUBLIC WORKS / STREET / SOLID WASTE																	
19 Non-exclusive franchise hauler application fee														4.00	2.00		6.00
20 Solid Waste Management Planning Application Plan review as required by City Municipal Code												4.00	4.40				8.40
21 Solid Waste Management Building Permit Application Improvement plans review for solid waste management compliance with City's municipal codes												4.00	4.40				8.40
22 Construction & Demolition (C&D) waste management: Processing solid waste management and Green Halo reconciliation									2.00					0.25			2.25
23 <i>Cleanup Campaign Debris Bag Fee</i>							0.10							0.02			0.12

City of Santa Clara
 Cost of Service Study for Analyzing User and Regulatory Fees
 Streets / Storm Drain Fees
 Calculation of the Estimated Costs of Providing Fee Related Services

Fee Description	Estimated Cost of Labor															M'tls Cost	Estimated Cost of Service	
	\$200	\$296	\$197	\$237	\$177	\$183	\$188	\$206	\$215	\$186	\$215	\$270	\$175	\$270	\$195			\$237
	Equip. Operator	Street Superntdt	Tree Trimmer II	Public Works Superv.	Street Maint Worker	Street Maint Worker II	Street Maint Worker III	Street Maint Worker IV	Staff Analyst	Code Enforc. Tech	Code Enforc. Officer	Compliance Manager	Consultant	Env Programs Mgr	Staff Aide II - Env. Programs	Public Works Superv.		
PUBLIC WORKS / STREET / STORM DRAIN DIVISION																		
1										\$393	\$227	\$27						\$647
2										\$455	\$263	\$27						\$744
3										\$300	\$173	\$27						\$500
4										\$548	\$317	\$27						\$891
										\$672	\$388	\$27						\$1,087
										\$796	\$460	\$27						\$1,283
5									\$860									\$860
6												\$1,620	\$1,890					\$3,510
7												\$1,620	\$1,890					\$3,510
8										\$465	\$215	\$27						\$707
9							\$6		\$11					\$3			\$7	\$26
10										\$392	\$228	\$27						\$647
PUBLIC WORKS / STREET / STREET MAINTENANCE DIVISION																		
11																		
	\$650				\$575	\$1,190	\$1,222	\$670										\$4,306
	\$8				\$7	\$15	\$15	\$8										\$54
12																		
				\$178														\$178
				\$40														\$40
13																		
								\$618										\$618

City of Santa Clara
 Cost of Service Study for Analyzing User and Regulatory Fees
 Streets / Storm Drain Fees
 Calculation of the Estimated Costs of Providing Fee Related Services

		Estimated Cost of Labor																	
		\$200	\$296	\$197	\$237	\$177	\$183	\$188	\$206	\$215	\$186	\$215	\$270	\$175	\$270	\$195	\$237		
Fee Description		Equip. Operator	Street Super'ntdt	Tree Trimmer II	Public Works Superv.	Street Maint Worker	Street Maint Worker II	Street Maint Worker III	Street Maint Worker IV	Staff Analyst	Code Enforc. Tech	Code Enforc. Officer	Compliance Manager	Consultant	Env Programs Mgr	Staff Aide II - Env. Programs	Public Works Superv.	M'tls Cost	Estimated Cost of Service
14	Concrete Removal/Replace Charge - Sidewalk								\$618										\$618
	a) Base																		
	b) Per Square Foot																		
15	Traffic Sign Fabrication				\$237	\$443	\$275												\$954
PUBLIC WORKS / STREET / PARKWAYS & BOULEVARDS																			
16	Street tree removal		\$148	\$394	\$474													varies	\$1,016
17	City tree planting - includes in-lieu tree planting for private development tree removals <i>Street tree planting - Property development</i>		\$148	\$394	\$474													\$995	\$2,011
18	Parkways and Boulevards Plan Review											\$270	\$315						\$585
PUBLIC WORKS / STREET / SOLID WASTE																			
19	Non-exclusive franchise hauler application fee														\$1,080	\$390			\$1,470
20	Solid Waste Management Planning Application Plan review as required by City Municipal Code												\$1,080	\$770					\$1,850
21	Solid Waste Management Building Permit Application Improvement plans review for solid waste management compliance with City's municipal codes												\$1,080	\$770					\$1,850
22	Construction & Demolition (C&D) waste management: Processing solid waste management and Green Halo reconciliation								\$430						\$68				\$498
23	<i>Cleanup Campaign Debris Bag Fee</i>							\$19							\$5			\$11	\$35

City of Santa Clara
 Cost of Service Study for Analyzing User and Regulatory Fees
 Streets / Storm Drain Fees
 Calculation of the Estimated Costs of Providing Fee Related Services

Fee Description	Cost Recovery Information				Unit	Notes
	Current Fee	Current Cost Recovery	Proposed Fee	Proposed Cost Recovery		
PUBLIC WORKS / STREET / STORM DRAIN DIVISION						
1 Active construction site inspections of projects over one (1) acre in size and high priority sites during wet season (Oct - Apr) as required by Provision C.6 or MRP	\$615	95%	\$646	100%		
2 Industrial/commercial facility stormwater inspections as required by Provision C.4 of MRP (Tier 1)	\$712	96%	\$744	100%		
3 Industrial/commercial facility stormwater inspections as required by Provision C.4 of MRP (Tier 2)	\$469	94%	\$499	100%		
4 Operation and Maintenance inspection of stormwater treatment systems installed on projects as required by Provision C.3 of MRP						
Tier 1: 1 - 25 Treatment Measures	\$858	96%	\$891	100%		
Tier 2: 26 - 50 Treatment Measures	\$1,052	97%	\$1,086	100%		
Tier 3: 50+ Treatment Measures	\$1,246	97%	\$1,282	100%		
5 Operation and Maintenance Agreement - Administration of permanent stormwater treatment systems installed on projects as required by Provision C.3 of MRP	\$852	99%	\$860	100%		
6 Stormwater Management Planning Application Plan review as required by Provision C.3 of MRP	\$2,355	67%	\$3,510	100%		
7 Stormwater Management Building Application Improvement Plans Review for stormwater management compliance with Provision C.3 of MRP	\$2,355	67%	\$3,510	100%		
8 Private Land Drainage Area (PLDA) Program Inspection Fee	n/a - new	n/a	\$707	100%		
9 Storm Drain Medallion Fee	varies	varies	\$26	100%		
10 Building Demolition Polychlorinated biphenyls (PCBs) Inspection Fee	varies	varies	\$647	100%		
PUBLIC WORKS / STREET / STREET MAINTENANCE DIVISION						
11 Pavement Restoration Charge Up to 3" Thick Asphalt						
a) First 80 cubic ft.	\$4,263	99%	\$4,306	100%		
b) Each additional cubic ft.	\$41	76%	\$41	76%	per square foot	
12 Engineering Plan Review per sheet (Streets)						
a) First three (3) reviews	\$176	99%	\$177	100%		
b) Fourth and subsequent review	\$39	99%	\$39	99%		
13 Concrete Removal/Replace Charge - Curb/Gutter						
a) Base	\$611	99%	\$618	100%	per linear foot	
b) Per Linear Foot	\$73		\$73			

City of Santa Clara
 Cost of Service Study for Analyzing User and Regulatory Fees
 Streets / Storm Drain Fees
 Calculation of the Estimated Costs of Providing Fee Related Services

Fee Description		Cost Recovery Information				Unit	Notes
		Current Fee	Current Cost Recovery	Proposed Fee	Proposed Cost Recovery		
14	Concrete Removal/Replace Charge - Sidewalk						
	a) Base	\$611	99%	\$618	100%	per square foot	
	b) Per Square Foot	\$19		\$19			
15	Traffic Sign Fabrication	\$946	99%	\$954	100%		
PUBLIC WORKS / STREET / PARKWAYS & BOULEVARDS							
16	Street tree removal	\$235	23%	\$1,016	100%	per tree	
17	City tree planting - includes in-lieu tree planting for private development tree removals Street tree planting - Property development	\$653	32%	\$2,011	100%	per tree	
18	Parkways and Boulevards Plan Review	\$524	90%	\$585	100%		
PUBLIC WORKS / STREET / SOLID WASTE							
19	Non-exclusive franchise hauler application fee	\$1,441	98%	\$1,470	100%		
20	Solid Waste Management Planning Application Plan review as required by City Municipal Code	\$1,309	71%	\$1,850	100%		
21	Solid Waste Management Building Permit Application Improvement plans review for solid waste management compliance with City's municipal codes	\$1,309	71%	\$1,850	100%		
22	Construction & Demolition (C&D) waste management: Processing solid waste management and Green Halo reconciliation	\$319	64%	\$497	100%		
23	Cleanup Campaign Debris Bag Fee	varies	varies	\$35	99%		



**City of
Santa Clara**
The Center of What's Possible

Water and Sewer Fees

City of Santa Clara
 User and Regulatory Fee Study
 Allocation of Annual Labor Effort - Water and Sewer

Position [a]	FTE [a]	Total Hours Per FTE [b]	Less: Holiday & Leave [c]	Productive Hours Per FTE	Total Productive Hours	Indirect [d]	Direct [d]	Total	Total Indirect Hours	Total Direct Hours	Total Hours	Total Salary Top Step [f]	Annual Salary
Assistant Engineer (Civil)	2.00	2,080	216	1,864	3,728	20%	80%	100%	746	2,982	3,728	\$76	\$317,533
Assistant Director of Water and Sewer Ut	1.00	2,080	216	1,864	1,864	100%	0%	100%	1,864	-	1,864	\$123	\$256,568
Assistant Sanitary Sewer Superintendent	1.00	2,080	216	1,864	1,864	20%	80%	100%	373	1,491	1,864	\$73	\$151,258
Assistant Water Superintendent	2.00	2,080	216	1,864	3,728	20%	80%	100%	746	2,982	3,728	\$73	\$302,515
Associate Engineer	2.00	2,080	216	1,864	3,728	20%	80%	100%	746	2,982	3,728	\$80	\$333,965
Code Enforcement Officer	1.00	2,080	216	1,864	1,864	20%	80%	100%	373	1,491	1,864	\$63	\$130,811
Code Enforcement Technician	1.00	2,080	216	1,864	1,864	20%	80%	100%	373	1,491	1,864	\$50	\$104,832
Compliance Manager	1.00	2,080	216	1,864	1,864	60%	40%	100%	1,118	746	1,864	\$87	\$181,854
Director of Water and Sewer Utilities	1.00	2,080	216	1,864	1,864	100%	0%	100%	1,864	-	1,864	\$152	\$316,659
Equipment Operator	5.00	2,080	216	1,864	9,320	20%	80%	100%	1,864	7,456	9,320	\$56	\$585,312
Facilities Inspection Supervisor	1.00	2,080	216	1,864	1,864	60%	40%	100%	1,118	746	1,864	\$68	\$140,691
Facilities Technician	2.00	2,080	216	1,864	3,728	20%	80%	100%	746	2,982	3,728	\$56	\$234,125
Management Analyst	2.00	2,080	216	1,864	3,728	100%	0%	100%	3,728	-	3,728	\$75	\$310,586
Office Specialist II/III/IV	3.00	2,080	216	1,864	5,592	100%	0%	100%	5,592	-	5,592	\$49	\$306,821
Principal Engineer	1.00	2,080	216	1,864	1,864	20%	80%	100%	373	1,491	1,864	\$120	\$248,581
Pump Maintenance Technician	3.00	2,080	216	1,864	5,592	20%	80%	100%	1,118	4,474	5,592	\$56	\$351,187
Senior Engineer (Civil)	1.00	2,080	216	1,864	1,864	20%	80%	100%	373	1,491	1,864	\$95	\$197,787
Senior Engineering Aide	1.00	2,080	216	1,864	1,864	20%	80%	100%	373	1,491	1,864	\$57	\$118,539
Utility Operations Engineer	1.00	2,080	216	1,864	1,864	20%	80%	100%	373	1,491	1,864	\$102	\$211,266
Sewer Inspection Technician	2.00	2,080	216	1,864	3,728	20%	80%	100%	746	2,982	3,728	\$56	\$234,125
Staff Aide I	1.00	2,080	216	1,864	1,864	20%	80%	100%	373	1,491	1,864	\$52	\$107,411
Utility Business Systems Manager	1.00	2,080	216	1,864	1,864	60%	40%	100%	1,118	746	1,864	\$96	\$200,138
Utility Business Systems Specialist	1.00	2,080	216	1,864	1,864	60%	40%	100%	1,118	746	1,864	\$68	\$140,691
Utilities Conservation Specialist	1.00	2,080	216	1,864	1,864	60%	40%	100%	1,118	746	1,864	\$57	\$118,539
Utility Crew Supervisor	7.00	2,080	216	1,864	13,048	60%	40%	100%	7,829	5,219	13,048	\$68	\$984,838
Water and Sewer Maintenance Worker II	19.00	2,080	216	1,864	35,416	20%	80%	100%	7,083	28,333	35,416	\$51	\$2,018,286
Water and Sewer Superintendent	2.00	2,080	216	1,864	3,728	60%	40%	100%	2,237	1,491	3,728	\$90	\$375,606
Water and Sewer System Operator	1.00	2,080	216	1,864	1,864	20%	80%	100%	373	1,491	1,864	\$68	\$140,691
Water Resource Specialist	1.00	2,080	216	1,864	1,864	20%	80%	100%	373	1,491	1,864	\$66	\$137,426
Water Service Technician II	5.00	2,080	216	1,864	9,320	20%	80%	100%	1,864	7,456	9,320	\$56	\$585,312
Total	73.00				136,072				48,091	87,981	136,072		\$9,843,954
Total									35%	65%	100%		

[a] Source: FY 23/24 & 24/25 Adopted budget.

[b] Based on 40 hour week * 52 weeks per year.

[c] Amount intended to serve as reasonable estimate. Amount will vary annually, and by employee. Amount assumes twelve days holiday, ten days vacation/personal leave, five days sick leave.

[d] Amounts intended to serve as reasonable estimates developed for purposes of this analysis. Amount will vary annually, and by employee. Amount based on position and consultant experience working with similar municipalities.

[f] Source: City of Santa Clara Salary Plans Effective 12/24/2023.

City of Santa Clara
 User and Regulatory Fee Study
 Hourly Rate Calculation - Water and Sewer

FY 23/24 Adopted Expenses [a]		Program	1411	1412	1413	1422	1423	1424	1532	1511	1512	1514	1515	1516	Subtotal	Adjustment	Total	Notes
Fund #	Fund Desc	Account Desc	Water Eng'rg Admin Design	Water Quality	Water Eng'rg Water Res'rces	Water System Mtce	Water Const.	System Operations	Solar- System Mtce	Sewer Sys. Admin	Sewer Sys. Maint	Sewer Ops	Sewer SJ SC WPCP	Sewer Strm Pump Maint				
092	Water Utility	87010 - Salary And Wages - Regular	\$1,625,311	\$101,282	\$42,926	\$792,791	\$1,472,940	\$1,286,261	\$146,687	\$993,707	\$999,721	\$610,829	\$30,421	\$102,671	\$8,205,547	\$0	\$8,205,547	
092	Water Utility	87013 - Salary and Benefit Savings	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
092	Water Utility	87017 - Premium Pay	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
092	Water Utility	87020 - Salary And Wages - As Needed	\$166,308	\$0	\$0	\$0	\$0	\$0	\$0	\$82,800	\$0	\$0	\$0	\$0	\$249,108	\$0	\$249,108	
092	Water Utility	87030 - S & W - O.T. Vacation Relief	\$133,046	\$0	\$0	\$0	\$0	\$0	\$11,087	\$0	\$113,089	\$16,630	\$0	\$3,326	\$277,178	\$0	\$277,178	
092	Water Utility	87090 - Separation Payouts	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
092	Water Utility	1 Salary Accounts	\$1,924,665	\$101,282	\$42,926	\$792,791	\$1,472,940	\$1,286,261	\$157,774	\$1,076,507	\$1,112,810	\$627,459	\$30,421	\$105,997	\$8,731,833	\$0	\$8,731,833	
092	Water Utility	87212 - PERS - Misc	\$552,599	\$34,436	\$14,594	\$267,853	\$498,943	\$434,302	\$49,611	\$337,859	\$338,938	\$207,295	\$10,344	\$34,908	\$2,781,682	\$0	\$2,781,682	
092	Water Utility	87221 - Medicare	\$26,340	\$1,616	\$666	\$12,081	\$22,432	\$19,447	\$2,362	\$14,930	\$16,503	\$9,400	\$448	\$1,556	\$127,781	\$0	\$127,781	
092	Water Utility	87222 - Social Security	\$99,226	\$6,909	\$2,386	\$51,656	\$95,907	\$83,158	\$10,103	\$55,714	\$70,541	\$39,863	\$993	\$6,636	\$523,092	\$0	\$523,092	
092	Water Utility	87223 - Social Security - OT	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
092	Water Utility	87224 - Medicare OT	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
092	Water Utility	87230 - Health Allocation	\$195,168	\$9,678	\$3,407	\$116,186	\$220,750	\$211,415	\$17,079	\$118,958	\$170,388	\$95,339	\$2,261	\$20,017	\$1,180,646	\$0	\$1,180,646	
092	Water Utility	87241 - Dental - City Paid	\$3,068	\$234	\$69	\$1,925	\$3,699	\$3,257	\$413	\$1,885	\$2,795	\$1,333	\$27	\$246	\$18,951	\$0	\$18,951	
092	Water Utility	87242 - Long Term Disability-City Paid	\$3,684	\$436	\$76	\$716	\$2,164	\$1,889	\$0	\$2,562	\$929	\$1,758	\$38	\$115	\$14,367	\$0	\$14,367	
092	Water Utility	87243 - Vision - City Paid	\$1,233	\$94	\$28	\$777	\$1,493	\$1,316	\$166	\$762	\$1,128	\$538	\$11	\$99	\$7,645	\$0	\$7,645	
092	Water Utility	87250 - Basic Life Insurance	\$982	\$48	\$30	\$321	\$601	\$573	\$72	\$587	\$476	\$244	\$12	\$42	\$3,988	\$0	\$3,988	
092	Water Utility	87260 - Meal Allowance	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
092	Water Utility	87271 - VEBA	\$6,690	\$510	\$150	\$4,200	\$8,070	\$7,110	\$900	\$4,110	\$6,090	\$2,910	\$60	\$540	\$41,340	\$0	\$41,340	
092	Water Utility	87272 - EAP	\$537	\$41	\$12	\$336	\$645	\$569	\$72	\$328	\$485	\$233	\$5	\$44	\$3,307	\$0	\$3,307	
092	Water Utility	87274 - Auto Allowance	\$11,448	\$480	\$672	\$0	\$0	\$0	\$0	\$7,872	\$360	\$360	\$384	\$0	\$21,576	\$0	\$21,576	
092	Water Utility	87275 - Mobile Phone Allowance	\$3,456	\$0	\$48	\$0	\$0	\$0	\$0	\$2,304	\$0	\$0	\$96	\$0	\$5,904	\$0	\$5,904	
092	Water Utility	87279 - Misc. Other Benefits	\$480	\$0	\$0	\$3,570	\$6,624	\$5,428	\$900	\$246	\$5,184	\$1,000	\$0	\$444	\$23,876	\$0	\$23,876	
092	Water Utility	87280 - City Paid Deferred Comp Exp	\$2,392	\$0	\$0	\$0	\$0	\$598	\$0	\$747	\$0	\$498	\$0	\$0	\$4,235	\$0	\$4,235	
092	Water Utility	87390 - OPEB	\$40,706	\$3,103	\$912	\$25,550	\$49,093	\$43,254	\$5,475	\$25,000	\$37,047	\$17,701	\$365	\$3,285	\$251,491	\$0	\$251,491	
092	Water Utility	2 Benefit Accounts	\$948,009	\$57,585	\$23,050	\$485,171	\$910,421	\$812,316	\$87,153	\$573,864	\$650,864	\$378,472	\$15,044	\$67,932	\$5,009,881	\$0	\$5,009,881	
092	Water Utility	87500 - Operating Supplies	\$18,000	\$0	\$0	\$0	\$45,000	\$27,000	\$0	\$20,577	\$0	\$5,412	\$0	\$0	\$115,989	\$0	\$115,989	
092	Water Utility	87600 - Maintenance	\$0	\$0	\$0	\$500,000	\$70,000	\$725,000	\$10,000	\$0	\$230,000	\$30,000	\$0	\$0	\$1,565,000	(\$1,565,000)	\$0	
092	Water Utility	87710 - Adver And Community Promotion	\$6,000	\$0	\$0	\$0	\$0	\$0	\$0	\$6,000	\$0	\$0	\$0	\$0	\$12,000	(\$12,000)	\$0	
092	Water Utility	87720 - Misc Rec Pur Install & Service	\$0	\$0	\$0	\$0	\$627,810	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$627,810	(\$627,810)	\$0	
092	Water Utility	87770 - Water Conservation Prgm	\$0	\$0	\$300,000	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$300,000	(\$300,000)	\$0	
092	Water Utility	87810 - Utilities Expenses	\$32,522	\$0	\$0	\$0	\$5,849	\$11,113	\$0	\$0	\$0	\$4,679	\$0	\$0	\$54,163	\$0	\$54,163	
092	Water Utility	87825 - Conference, Travel and Training	\$10,000	\$0	\$0	\$0	\$0	\$0	\$0	\$20,000	\$0	\$0	\$0	\$0	\$30,000	\$0	\$30,000	
092	Water Utility	87835 - Insurance Claims Interfund	\$0	\$0	\$0	\$245,976	\$0	\$0	\$0	\$0	\$32,028	\$0	\$0	\$0	\$278,004	(\$278,004)	\$0	
092	Water Utility	87865 - Subscription Based IT Arrangmnt	\$0	\$0	\$114,650	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$114,650	\$0	\$114,650	
092	Water Utility	87870 - Contractual Serv Not Class	\$45,450	\$225,000	\$0	\$230,000	\$45,000	\$125,000	\$0	\$265,450	\$0	\$0	\$0	\$0	\$935,900	(\$935,900)	\$0	
092	Water Utility	87920 - Right of Way Rental Expense	\$0	\$0	\$0	\$0	\$0	\$2,907,480	\$0	\$2,124,035	\$0	\$0	\$0	\$0	\$5,031,515	(\$5,031,515)	\$0	
092	Water Utility	87940 - Mandated Program Costs	\$80,000	\$175,000	\$0	\$0	\$0	\$20,000	\$0	\$15,000	\$0	\$5,000	\$0	\$0	\$295,000	(\$295,000)	\$0	
092	Water Utility	3 Mat/Serv/Sup	\$191,972	\$400,000	\$414,650	\$975,976	\$793,659	\$3,815,593	\$10,000	\$2,451,062	\$262,028	\$45,091	\$0	\$0	\$9,360,031	(\$9,045,229)	\$314,802	
092	Water Utility	87880 - Resources: Non-JPA	\$0	\$0	\$32,129,300	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$32,129,300	(\$32,129,300)	\$0	
092	Water Utility	87960 - Generation & Pumping Expense	\$0	\$0	\$0	\$0	\$0	\$1,268,519	\$0	\$0	\$0	\$130,000	\$0	\$0	\$1,398,519	(\$1,398,519)	\$0	
092	Water Utility	87980 - Resources - JPA	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$396,790	\$0	\$0	\$19,358,753	\$0	\$19,755,543	(\$19,755,543)	\$0	
092	Water Utility	4 Resource/Product	\$0	\$0	\$32,129,300	\$0	\$0	\$1,268,519	\$0	\$396,790	\$0	\$130,000	\$19,358,753	\$0	\$53,283,362	(\$53,283,362)	\$0	
092	Water Utility	87640 - Vehicle Equipment Maintenance	\$0	\$0	\$0	\$60,691	\$273,400	\$133,144	\$0	\$2,881	\$3,898	\$213,480	\$0	\$0	\$687,494	\$0	\$687,494	
092	Water Utility	87650 - Technical Services Maintenance	\$586,198	\$0	\$0	\$0	\$0	\$0	\$0	\$556,028	\$0	\$0	\$0	\$0	\$1,142,226	\$0	\$1,142,226	
092	Water Utility	87660 - Workers Comp Insurance	\$54,290	\$3,305	\$1,401	\$25,794	\$47,707	\$42,297	\$4,761	\$32,869	\$32,462	\$20,543	\$993	\$3,350	\$269,772	\$0	\$269,772	
092	Water Utility	87680 - Unemployment Insurance	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
092	Water Utility	87740 - Vehicle Equipment Amortization	\$0	\$0	\$0	\$45,425	\$268,508	\$150,295	\$0	\$8,691	\$4,043	\$250,383	\$0	\$0	\$727,345	\$0	\$727,345	
092	Water Utility	87750 - Communi Equipment Amortization	\$50,727	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$50,727	\$0	\$50,727	
092	Water Utility	87840 - Insurance And Surety Bonds	\$0	\$0	\$0	\$201,549	\$0	\$0	\$0	\$0	\$26,243	\$0	\$0	\$0	\$227,792	\$0	\$227,792	
092	Water Utility	87990 - Services From Other Funds	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
092	Water Utility	87994 - Services from Other Funds-CAP	\$0	\$0	\$0	\$0	\$0	\$2,963,626	\$0	\$0	\$0	\$0	\$1,500,450	\$0	\$4,464,076	\$0	\$4,464,076	
092	Water Utility	5 Interfund Services	\$691,215	\$3,305	\$1,401	\$333,459	\$589,615	\$3,289,362	\$4,761	\$600,469	\$66,646	\$484,406	\$1,501,443	\$3,350	\$7,569,432	\$0	\$7,569,432	
Subtotal			\$3,755,861	\$562,172	\$32,611,327	\$2,587,397	\$3,766,635	\$10,472,051	\$259,688	\$5,098,692	\$2,092,348	\$1,665,428	\$20,905,661	\$177,279	\$83,954,539	(\$62,328,591)	\$21,625,948	
			\$3,755,861	\$562,172	\$32,611,327	\$2,587,397	\$3,766,635	\$10,472,051	\$259,688	\$5,098,692	\$2,092,348	\$1,665,428	\$20,905,661	\$177,279				

City of Santa Clara
 User and Regulatory Fee Study
 Hourly Rate Calculation - Water and Sewer
Calculation of Uniform Fully-Burdened Hourly Rate

Description	Total	Notes
Divisional Expenses	\$21,625,948	
Direct Hours	87,981	[b]
Total	\$246	

Full Cost Factors for Hourly Rate Buildup

Description	Total	Share	Per Hour
Personnel	\$13,741,714	64%	\$156
Equipment	\$0	0%	\$0
Materials / Supplies	\$3,420,158	16%	\$39
Other Costs	\$0	0%	\$0
Overhead	\$4,464,076	21%	\$51
Total	\$21,625,948	100%	\$246

Information Below is for Use if City Desires to Use Positional Hourly Billing Rates

Scenario 1: Uniform Assignment of Materials and Overhead Costs Per Hour

Calculate Benefit Ratio

Salary Accounts	\$8,731,833
Benefit Accounts	\$5,009,881
Total	0.57

Calculation of Direct Hours Ratio (Billing Factor)

Description	Base Hrs Per FTE	Adjust for Typical Leave	Productive Hours	Direct Hours %	Direct Hours Per FTE	Notes
Hours	2,080	(216)	1,864	65%	1,205	
Direct Hours Bill Factor (For Every \$ of Salary Add this amount to account for Direct Hrs v. Total Hrs.)					1.73	

Position	Top Step Hrly [c]	Benefits	Subtotal Labor Costs	Adjust for Direct Hours	Total Labor Rate	Add: M'tls / Supplies	Add: Overhead	Total Hourly Rate
Assistant Engineer (Civil)	\$76	\$44	\$120	1.73	\$207	\$39	\$51	\$297
Assistant Director of Water and Sewer Utilities	\$123	\$71	\$194	1.73	\$335	\$39	\$51	\$425
Assistant Sanitary Sewer Superintendent	\$73	\$42	\$114	1.73	\$198	\$39	\$51	\$287
Assistant Water Superintendent	\$73	\$42	\$114	1.73	\$198	\$39	\$51	\$287
Associate Engineer	\$80	\$46	\$126	1.73	\$218	\$39	\$51	\$308
Code Enforcement Officer	\$63	\$36	\$99	1.73	\$171	\$39	\$51	\$260
Code Enforcement Technician	\$50	\$29	\$79	1.73	\$137	\$39	\$51	\$227
Compliance Manager	\$87	\$50	\$138	1.73	\$237	\$39	\$51	\$327
Director of Water and Sewer Utilities	\$152	\$87	\$240	1.73	\$413	\$39	\$51	\$503
Equipment Operator	\$56	\$32	\$89	1.73	\$153	\$39	\$51	\$242
Facilities Inspection Supervisor	\$68	\$39	\$106	1.73	\$184	\$39	\$51	\$273
Facilities Technician	\$56	\$32	\$89	1.73	\$153	\$39	\$51	\$242
Management Analyst	\$75	\$43	\$117	1.73	\$203	\$39	\$51	\$292
Office Specialist II/III/IV	\$49	\$28	\$77	1.73	\$134	\$39	\$51	\$223
Principal Engineer	\$120	\$69	\$188	1.73	\$325	\$39	\$51	\$414
Pump Maintenance Technician	\$56	\$32	\$89	1.73	\$153	\$39	\$51	\$242
Senior Engineer (Civil)	\$95	\$55	\$150	1.73	\$258	\$39	\$51	\$348
Senior Engineering Aide	\$57	\$33	\$90	1.73	\$155	\$39	\$51	\$244
Utility Operations Engineer	\$102	\$58	\$160	1.73	\$276	\$39	\$51	\$365
Sewer Inspection Technician	\$56	\$32	\$89	1.73	\$153	\$39	\$51	\$242
Staff Aide I	\$52	\$30	\$81	1.73	\$140	\$39	\$51	\$230
Utility Business Systems Manager	\$96	\$55	\$151	1.73	\$261	\$39	\$51	\$351
Utility Business Systems Specialist	\$68	\$39	\$106	1.73	\$184	\$39	\$51	\$273
Utilities Conservation Specialist	\$57	\$33	\$90	1.73	\$155	\$39	\$51	\$244
Utility Crew Supervisor	\$68	\$39	\$106	1.73	\$184	\$39	\$51	\$273
Water and Sewer Maintenance Worker II	\$51	\$29	\$80	1.73	\$139	\$39	\$51	\$228
Water and Sewer Superintendent	\$90	\$52	\$142	1.73	\$245	\$39	\$51	\$335
Water and Sewer System Operator	\$68	\$39	\$106	1.73	\$184	\$39	\$51	\$273
Water Resource Specialist	\$66	\$38	\$104	1.73	\$179	\$39	\$51	\$269
Water Service Technician II	\$56	\$32	\$89	1.73	\$153	\$39	\$51	\$242

City of Santa Clara
 User and Regulatory Fee Study
 Hourly Rate Calculation - Water and Sewer

Scenario 2: Assignment of a Common Indirect Rate Factor that Can Be Applied to Base Hourly Wage Rate to Calculate Fully-Burdened Hourly Billing Rate by Position

Description	FTE	Hours Per FTE	Total Hours	Salaries and Wages	Hourly Wage Rate Only	Burdened Hourly Rate	ICR Multiplier	Notes
Total	73.00	2,080	151,840	\$9,843,954	\$65	\$246	3.79	

[a] Source: FY 23/24 & 24/25 Adopted budget.
 [b] See worksheet labeled: Allocation of Annual Labor Effort - Water.
 [c] Source: City of Santa Clara Salary Plans Effective 12/24/2023.

Fee Description		Service Time														Total	
		Assist. Eng'r (Civil)	Assoc Eng'r	Asst Wtr S'prntndt	C'mplce Mgr	Equip Oper'tr	Facil. Tech	Office Spec IV	Prin. Eng'r	Pump Mtc Tech - Wtr	Util Conserv Spec	Util Ops Eng'r	Sr Wtr Util Eng'r	Util Crew S'prvrs	Wtr Res'rce Spec		Wtr Svc Tech II
Water Service Installation																	
1	New 1" water service			2.00		18.00							18.00		1.00	36.00	75.00
2	New 1" water service and abandon existing service SFR			2.00		22.00							22.00		1.00	44.00	91.00
3	New 2" water service			2.00		18.00							18.00		1.00	36.00	75.00
4	New 3" water service			3.00		40.00							40.00		1.00	80.00	164.00
5	New 4" water service			3.00		40.00							40.00		1.00	80.00	164.00
6	New 6" water service			3.00		40.00							40.00		1.00	80.00	164.00
7	New 8" water service			3.00		40.00							40.00		1.00	80.00	164.00
Dual Water Service Installation																	
8	New 4" water service (Dual Meter Service)			3.00		40.00							40.00		1.00	80.00	164.00
9	New 6" water service (Dual Meter Service)			3.00		40.00							40.00		1.00	80.00	164.00
10	New 8" water service (Dual Meter Service)			3.00		40.00							40.00		1.00	80.00	164.00
Water Service - Meter Device Cost Only																	
11	New 1" water meter - Device Cost Only																
12	New 1" water meter and backflow preventer - Device Cost Only																
13	New 1 - 1/2" water meter backflow and preventer - Device Cost Only																
14	New 2" water meter backflow and preventer - Device Cost Only																
15	New 3" water meter and backflow preventer - Device Cost Only																
16	New 4" water meter and backflow preventer - Device Cost Only																
17	New 6" water meter and backflow preventer - Device Cost Only																
18	New 8" water meter and backflow preventer - Device Cost Only																
Fire Hydrant																	
19	New Fire hydrant			2.00		27.00							27.00		1.00	54.00	111.00
Fire Service (Installation of fire service line)																	
20	2" fire service			3.00		18.00							18.00		1.00	36.00	76.00
21	4" fire service			3.00		40.00							40.00		1.00	80.00	164.00
22	6" fire service			3.00		40.00							40.00		1.00	80.00	164.00
23	8" fire service			3.00		40.00							40.00		1.00	80.00	164.00
24	10" fire service			3.00		40.00							40.00		1.00	80.00	164.00

		Estimated Cost of Labor																
		\$297	\$308	\$287	\$327	\$242	\$242	\$223	\$414	\$242	\$244	\$365	\$365	\$273	\$269	\$242	\$228	
Fee Description		Assist. Eng'r (Civil)	Assoc Eng'r	Asst Wtr S'prntndt	C'mplce Mgr	Equip Oper'tr	Facil. Tech	Office Spec IV	Prin. Eng'r	Pump Mtc Tech - Wtr	Util Conserv Spec	Util Ops Eng'r	Sr Wtr Util Eng'r	Util Crew S'prvsr	Wtr Res'rce Spec	Wtr Svc Tech II	Wtr/Swr Maint Wrkr II	Labor Cost of Svc
Water Service Installation																		
1	New 1" water service	\$0	\$0	\$574	\$0	\$4,356	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$4,914	\$0	\$242	\$8,208	\$18,294
2	New 1" water service and abandon existing service SFR	\$0	\$0	\$574	\$0	\$5,324	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$6,006	\$0	\$242	\$10,032	\$22,178
3	New 2" water service	\$0	\$0	\$574	\$0	\$4,356	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$4,914	\$0	\$242	\$8,208	\$18,294
4	New 3" water service	\$0	\$0	\$861	\$0	\$9,680	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$10,920	\$0	\$242	\$18,240	\$39,943
5	New 4" water service	\$0	\$0	\$861	\$0	\$9,680	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$10,920	\$0	\$242	\$18,240	\$39,943
6	New 6" water service	\$0	\$0	\$861	\$0	\$9,680	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$10,920	\$0	\$242	\$18,240	\$39,943
7	New 8" water service	\$0	\$0	\$861	\$0	\$9,680	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$10,920	\$0	\$242	\$18,240	\$39,943
Dual Water Service Installation																		
8	New 4" water service (Dual Meter Service)	\$0	\$0	\$861	\$0	\$9,680	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$10,920	\$0	\$242	\$18,240	\$39,943
9	New 6" water service (Dual Meter Service)	\$0	\$0	\$861	\$0	\$9,680	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$10,920	\$0	\$242	\$18,240	\$39,943
10	New 8" water service (Dual Meter Service)	\$0	\$0	\$861	\$0	\$9,680	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$10,920	\$0	\$242	\$18,240	\$39,943
Water Service - Meter Device Cost Only																		
11	New 1" water meter - Device Cost Only	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
12	New 1" water meter and backflow preventer - Device Cost Only	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
13	New 1 - 1/2" water meter backflow and preventer - Device Cost Only	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
14	New 2" water meter backflow and preventer - Device Cost Only	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
15	New 3" water meter and backflow preventer - Device Cost Only	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
16	New 4" water meter and backflow preventer - Device Cost Only	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
17	New 6" water meter and backflow preventer - Device Cost Only	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
18	New 8" water meter and backflow preventer - Device Cost Only	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Fire Hydrant																		
19	New Fire hydrant	\$0	\$0	\$574	\$0	\$6,534	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$7,371	\$0	\$242	\$12,312	\$27,033
Fire Service (Installation of fire service line)																		
20	2" fire service	\$0	\$0	\$861	\$0	\$4,356	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$4,914	\$0	\$242	\$8,208	\$18,581
21	4" fire service	\$0	\$0	\$861	\$0	\$9,680	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$10,920	\$0	\$242	\$18,240	\$39,943
22	6" fire service	\$0	\$0	\$861	\$0	\$9,680	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$10,920	\$0	\$242	\$18,240	\$39,943
23	8" fire service	\$0	\$0	\$861	\$0	\$9,680	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$10,920	\$0	\$242	\$18,240	\$39,943
24	10" fire service	\$0	\$0	\$861	\$0	\$9,680	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$10,920	\$0	\$242	\$18,240	\$39,943

Fee Description								Cost Recovery Information								
		Meter	Backflow	Other Materials	Equip Cost	Total M'tls & Equip	Total Cost of Svc	Current Fee	Current Cost Recovery	Proposed Fee	Proposed Cost Recovery	Proposed Fee Change %	Proposed Fee Change \$	Notes		
Water Service Installation																
1	New 1" water service	+	\$0	\$0	\$1,408	\$3,470	\$4,878	=	\$23,172	\$21,823	94%	\$23,171	100%	6%	\$1,348	
2	New 1" water service and abandon existing service SFR	+	\$0	\$0	\$2,423	\$4,141	\$6,564	=	\$28,742	\$26,392	92%	\$28,742	100%	9%	\$2,350	
3	New 2" water service	+	\$0	\$0	\$4,278	\$3,470	\$7,748	=	\$26,042	\$22,504	86%	\$26,041	100%	16%	\$3,537	
4	New 3" water service	+	\$0	\$0	\$7,335	\$5,890	\$13,225	=	\$53,168	\$47,237	89%	\$53,168	100%	13%	\$5,931	
5	New 4" water service	+	\$0	\$0	\$8,791	\$7,948	\$16,739	=	\$56,682	\$54,048	95%	\$56,682	100%	5%	\$2,634	
6	New 6" water service	+	\$0	\$0	\$9,097	\$7,948	\$17,045	=	\$56,988	\$54,336	95%	\$56,988	100%	5%	\$2,652	
7	New 8" water service	+	\$0	\$0	\$10,481	\$7,948	\$18,429	=	\$58,372	\$55,638	95%	\$58,372	100%	5%	\$2,734	
Dual Water Service Installation																
8	New 4" water service (Dual Meter Service)	+	\$0	\$0	\$14,497	\$7,948	\$22,445	=	\$62,388	\$59,417	95%	\$62,388	100%	5%	\$2,971	
9	New 6" water service (Dual Meter Service)	+	\$0	\$0	\$16,400	\$7,948	\$24,348	=	\$64,291	\$61,208	95%	\$64,291	100%	5%	\$3,083	
10	New 8" water service (Dual Meter Service)	+	\$0	\$0	\$20,966	\$7,948	\$28,915	=	\$68,858	\$65,504	95%	\$68,857	100%	5%	\$3,353	
Water Service - Meter Device Cost Only																
11	New 1" water meter - Device Cost Only	+	\$226	\$0	\$0	\$0	\$226	=	\$226	\$212	94%	\$225	100%	6%	\$13	
12	New 1" water meter and backflow preventer - Device Cost Only	+	\$226	\$402	\$0	\$0	\$628	=	\$628	\$591	94%	\$628	100%	6%	\$37	
13	New 1 - 1/2" water meter backflow and preventer - Device Cost Only	+	\$643	\$1,077	\$0	\$0	\$1,720	=	\$1,720	\$1,618	94%	\$1,719	100%	6%	\$101	
14	New 2" water meter backflow and preventer - Device Cost Only	+	\$1,001	\$1,077	\$0	\$0	\$2,078	=	\$2,078	\$1,955	94%	\$2,077	100%	6%	\$122	
15	New 3" water meter and backflow preventer - Device Cost Only	+	\$2,935	\$2,309	\$0	\$0	\$5,244	=	\$5,244	\$4,934	94%	\$5,244	100%	6%	\$310	
16	New 4" water meter and backflow preventer - Device Cost Only	+	\$4,194	\$2,729	\$0	\$0	\$6,923	=	\$6,923	\$6,514	94%	\$6,923	100%	6%	\$409	
17	New 6" water meter and backflow preventer - Device Cost Only	+	\$10,117	\$4,264	\$0	\$0	\$14,381	=	\$14,381	\$13,531	94%	\$14,381	100%	6%	\$850	
18	New 8" water meter and backflow preventer - Device Cost Only	+	\$11,969	\$8,007	\$0	\$0	\$19,976	=	\$19,976	\$18,795	94%	\$19,975	100%	6%	\$1,180	
Fire Hydrant																
19	New Fire hydrant	+	\$0	\$0	\$11,189	\$5,528	\$16,717	=	\$43,750	\$41,649	95%	\$43,750	100%	5%	\$2,101	
Fire Service (Installation of fire service line)																
20	2" fire service	+	\$0	\$0	\$2,147	\$3,470	\$5,617	=	\$24,198	\$23,101	95%	\$24,197	100%	5%	\$1,096	
21	4" fire service	+	\$0	\$0	\$7,991	\$7,948	\$15,939	=	\$55,882	\$53,295	95%	\$55,881	100%	5%	\$2,586	
22	6" fire service	+	\$0	\$0	\$8,713	\$7,948	\$16,661	=	\$56,604	\$53,975	95%	\$56,604	100%	5%	\$2,629	
23	8" fire service	+	\$0	\$0	\$9,702	\$7,948	\$17,650	=	\$57,593	\$54,905	95%	\$57,592	100%	5%	\$2,687	
24	10" fire service	+	\$0	\$0	\$12,313	\$7,948	\$20,262	=	\$60,205	\$57,362	95%	\$60,204	100%	5%	\$2,842	

Fee Description		Service Time														Total	
		Assist. Eng'r (Civil)	Assoc Eng'r	Asst Wtr S'prntndt	C'mplce Mgr	Equip Oper'r	Facil. Tech	Office Spec IV	Prin. Eng'r	Pump Mtc Tech - Wtr	Util Conserv Spec	Util Ops Eng'r	Sr Wtr Util Eng'r	Util Crew S'prvsr	Wtr Res'rce Spec		Wtr Svc Tech II
Fire Service Upgrade (Upgrade device to DCDA or RPDA)																	
25	2" fire service			2.00		9.00							9.00		1.00	18.00	39.00
26	4" fire service			2.00		18.00							18.00		1.00	36.00	75.00
27	6" fire service			2.00		18.00							18.00		1.00	36.00	75.00
28	8" fire service			2.00		18.00							18.00		1.00	36.00	75.00
29	10" fire service			2.00		18.00							18.00		1.00	36.00	75.00
Fire Service - Cost of Backflow Preventer - device cost only																	
30	2" DCDA																
31	4" DCDA																
32	6" DCDA																
33	8" DCDA																
34	10" DCDA																
35	2" RPDA																
36	4" RPDA																
37	6" RPDA																
38	8" RPDA																
39	10" RPDA																
40	Fire Hydrant Flow Test		1.00						1.50			1.00				3.00	6.50
41	Portable hydrant meter and Deposit (Includes cost of RP backflow)																
	a) Application Review and Processing Fee															2.00	2.00
	b) Hydrant Meter Deposit (Includes Cost of RP backflow)																
42	Recycled hydrant meter and Deposit (Includes cost of RP backflow)																
	a) Application Review and Processing Fee																2.00
	b) Hydrant Meter Deposit (Includes cost of RP backflow)																2.00
43	Water meter test															3.75	3.75
44	Utility Engineering Plan Review																
	Utility Engineering Plan Check for SFH Remodel (per plan set) - includes 3 checks		2.00														2.00
	Utility Engineering Plan Check for Projects up to \$25,000 (per plan set) - includes 3 checks	1.00						0.25				2.00					3.25
	Utility Engineering Plan Check for Projects over \$25,000 (per sheet) - includes 3 checks		2.50					0.50				5.00					8.00
	Utility Engineering Plan Check (per plan set for Projects up to \$25K and per sheet for Projects over \$25K - 4th and subsequent review		1.00									1.00					2.00

		Estimated Cost of Labor																
		\$297	\$308	\$287	\$327	\$242	\$242	\$223	\$414	\$242	\$244	\$365	\$365	\$273	\$269	\$242	\$228	
Fee Description		Assist. Eng'r (Civil)	Assoc Eng'r	Asst Wtr S'prntndt	C'mplce Mgr	Equip Oper'tr	Facil. Tech	Office Spec IV	Prin. Eng'r	Pump Mtc Tech - Wtr	Util Conserv Spec	Util Ops Eng'r	Sr Wtr Util Eng'r	Util Crew S'prvsr	Wtr Res'rce Spec	Wtr Svc Tech II	Wtr/Swr Maint Wrkr II	Labor Cost of Svc
Fire Service Upgrade (Upgrade device to DCDA or RPDA)																		
25	2" fire service	\$0	\$0	\$574	\$0	\$2,178	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$2,457	\$0	\$242	\$4,104	\$9,555
26	4" fire service	\$0	\$0	\$574	\$0	\$4,356	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$4,914	\$0	\$242	\$8,208	\$18,294
27	6" fire service	\$0	\$0	\$574	\$0	\$4,356	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$4,914	\$0	\$242	\$8,208	\$18,294
28	8" fire service	\$0	\$0	\$574	\$0	\$4,356	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$4,914	\$0	\$242	\$8,208	\$18,294
29	10" fire service	\$0	\$0	\$574	\$0	\$4,356	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$4,914	\$0	\$242	\$8,208	\$18,294
Fire Service - Cost of Backflow Preventer - device cost only																		
30	2" DCDA	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
31	4" DCDA	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
32	6" DCDA	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
33	8" DCDA	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
34	10" DCDA	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
35	2" RPDA	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
36	4" RPDA	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
37	6" RPDA	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
38	8" RPDA	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
39	10" RPDA	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
40	Fire Hydrant Flow Test	\$0	\$308	\$0	\$0	\$0	\$0	\$0	\$0	\$363	\$0	\$0	\$365	\$0	\$0	\$0	\$684	\$1,720
41	Portable hydrant meter and Deposit (Includes cost of RP backflow)																	
	a) Application Review and Processing Fee	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$484	\$0	\$484
	b) Hydrant Meter Deposit (Includes Cost of RP backflow)	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
42	Recycled hydrant meter and Deposit (Includes cost of RP backflow)																	
	a) Application Review and Processing Fee	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$484	\$0	\$484
	b) Hydrant Meter Deposit (Includes cost of RP backflow)	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
43	Water meter test	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$908	\$0	\$908
44	Utility Engineering Plan Review																	
	Utility Engineering Plan Check for SFH Remodel (per plan set) - includes 3 checks	\$0	\$616	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$616
	Utility Engineering Plan Check for Projects up to \$25,000 (per plan set) - includes 3 checks	\$297	\$0	\$0	\$0	\$0	\$0	\$0	\$104	\$0	\$0	\$0	\$730	\$0	\$0	\$0	\$0	\$1,131
	Utility Engineering Plan Check for Projects over \$25,000 (per sheet) - includes 3 checks	\$0	\$770	\$0	\$0	\$0	\$0	\$0	\$207	\$0	\$0	\$0	\$1,825	\$0	\$0	\$0	\$0	\$2,802
	Utility Engineering Plan Check (per plan set for Projects up to \$25K and per sheet for Projects over \$25K - 4th and subsequent review	\$0	\$308	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$365	\$0	\$0	\$0	\$0	\$673

Fee Description								Cost Recovery Information							
		Meter	Backflow	Other Materials	Equip Cost	Total M'tls & Equip	Total Cost of Svc	Current Fee	Current Cost Recovery	Proposed Fee	Proposed Cost Recovery	Proposed Fee Change %	Proposed Fee Change \$	Notes	
Fire Service Upgrade (Upgrade device to DCDA or RPDA)															
25	2" fire service	+	\$0	\$0	\$371	\$1,211	\$1,582	= \$11,137	\$10,650	96%	\$11,137	100%	5%	\$487	
26	4" fire service	+	\$0	\$0	\$1,989	\$2,420	\$4,409	= \$22,703	\$21,689	96%	\$22,703	100%	5%	\$1,014	
27	6" fire service	+	\$0	\$0	\$2,175	\$2,420	\$4,595	= \$22,889	\$21,864	96%	\$22,889	100%	5%	\$1,025	
28	8" fire service	+	\$0	\$0	\$2,393	\$2,420	\$4,813	= \$23,107	\$22,069	96%	\$23,106	100%	5%	\$1,037	
29	10" fire service	+	\$0	\$0	\$3,332	\$2,420	\$5,752	= \$24,046	\$22,953	95%	\$24,046	100%	5%	\$1,093	
Fire Service - Cost of Backflow Preventer - device cost only															
30	2" DCDA	+	\$0	\$1,077	\$0	\$0	\$1,077	= \$1,077	\$1,013	94%	\$1,077	100%	6%	\$64	
31	4" DCDA	+	\$0	\$3,382	\$0	\$0	\$3,382	= \$3,382	\$3,182	94%	\$3,382	100%	6%	\$200	
32	6" DCDA	+	\$0	\$5,058	\$0	\$0	\$5,058	= \$5,058	\$4,758	94%	\$5,057	100%	6%	\$299	
33	8" DCDA	+	\$0	\$9,408	\$0	\$0	\$9,408	= \$9,408	\$8,852	94%	\$9,408	100%	6%	\$556	
34	10" DCDA	+	\$0	\$13,534	\$0	\$0	\$13,534	= \$13,534	\$12,734	94%	\$13,533	100%	6%	\$799	
35	2" RPDA	+	\$0	\$1,077	\$0	\$0	\$1,077	= \$1,077	\$1,013	94%	\$1,077	100%	6%	\$64	
36	4" RPDA	+	\$0	\$4,635	\$0	\$0	\$4,635	= \$4,635	\$4,361	94%	\$4,635	100%	6%	\$274	
37	6" RPDA	+	\$0	\$7,258	\$0	\$0	\$7,258	= \$7,258	\$6,828	94%	\$7,257	100%	6%	\$429	
38	8" RPDA	+	\$0	\$13,820	\$0	\$0	\$13,820	= \$13,820	\$13,003	94%	\$13,819	100%	6%	\$816	
39	10" RPDA	+	\$0	\$18,232	\$0	\$0	\$18,232	= \$18,232	\$17,154	94%	\$18,232	100%	6%	\$1,078	
40	Fire Hydrant Flow Test	+	\$0	\$0	\$0	\$345	\$345	= \$2,065	\$1,970	95%	\$2,064	100%	5%	\$94	
41	Portable hydrant meter and Deposit (Includes cost of RP backflow)														
	a) Application Review and Processing Fee	+	\$0	\$0	\$171	\$0	\$171	= \$655	n/a - new	0%	\$655	100%	n/a - new	n/a - new	
	b) Hydrant Meter Deposit (Includes Cost of RP backflow)	+	\$0	\$0	\$0	\$3,242	\$3,242	= \$3,242	\$2,285	70%	\$3,241	100%	42%	\$956	
42	Recycled hydrant meter and Deposit (Includes cost of RP backflow)														
	a) Application Review and Processing Fee	+	\$0	\$0	\$171	\$0	\$171	= \$655	n/a - new	0%	\$655	100%	n/a - new	n/a - new	
	b) Hydrant Meter Deposit (Includes cost of RP backflow)	+	\$0	\$0	\$0	\$3,242	\$3,242	= \$3,242	\$2,285	70%	\$3,241	100%	42%	\$956	
43	Water meter test	+	\$0	\$0	\$0	\$0	\$0	= \$908	\$500	55%	\$500	55%	0%	\$0	
44	Utility Engineering Plan Review														
	Utility Engineering Plan Check for SFH Remodel (per plan set) - includes 3 checks	+	\$0	\$0	\$49	\$0	\$49	= \$665	\$648	97%	\$664	100%	2%	\$16	
	Utility Engineering Plan Check for Projects up to \$25,000 (per plan set) - includes 3 checks	+	\$0	\$0	\$49	\$0	\$49	= \$1,179	\$1,116	95%	\$1,179	100%	6%	\$63	
	Utility Engineering Plan Check for Projects over \$25,000 (per sheet) - includes 3 checks	+	\$0	\$0	\$49	\$0	\$49	= \$2,851	\$2,698	95%	\$2,850	100%	6%	\$152	
	Utility Engineering Plan Check (per plan set for Projects up to \$25K and per sheet for Projects over \$25K - 4th and subsequent review	+	\$0	\$0	\$49	\$0	\$49	= \$722	\$688	95%	\$721	100%	5%	\$33	

Fee Description	Service Time														Total		
	Assist. Eng'r (Civil)	Assoc Eng'r	Asst Wtr S'prntndt	C'mplce Mgr	Equip Oper'tr	Facil. Tech	Office Spec IV	Prin. Eng'r	Pump Mtc Tech - Wtr	Util Conserv Spec	Util Ops Eng'r	Sr Wtr Util Eng'r	Util Crew S'prvsr	Wtr Res'rce Spec		Wtr Svc Tech II	Wtr/Swr Maint Wrkr II
45 Utility Engineering Inspection																	
\$0-\$15K (Use this fee for all SFH remodels)			0.50			2.00											2.50
\$15,001-\$25K			1.00			4.00											5.00
\$25,001-\$50K			2.00			9.00											11.00
\$50,001-\$100K			4.00			20.00											24.00
\$101K-\$200K			4.00			25.00											29.00
\$201K-\$500K			4.00			44.00											48.00
\$501K-\$1M			4.00			85.00											89.00
>\$1M - base fee			4.00			100.00											104.00
>\$1M; fee for each additional \$500K of fraction thereof			4.00			27.50											31.50
46 Water Efficiency Review									1.00								1.00
47 Standard UMR Fee	0.50																0.50
48 Water Supply Assessment Preparation				25.00									25.00				50.00
49 Supplemental Assessment Preparation				16.00									16.00				32.00
50 Water reconnection fee - standard service reconnection														1.00			1.00
51 Water meter replacement/reconnection fee due to meter tampering/illegal access														2.00			2.00
52 Water Service Abandonment (2" and smaller)			1.00		9.00								9.00			18.00	37.00
53 Water Service Abandonment (3" and larger)			1.00		18.00								18.00			36.00	73.00
54 Water service relocation																	

		Estimated Cost of Labor																
		\$297	\$308	\$287	\$327	\$242	\$242	\$223	\$414	\$242	\$244	\$365	\$365	\$273	\$269	\$242	\$228	
Fee Description		Assist. Eng'r (Civil)	Assoc Eng'r	Asst Wtr S'prntndt	C'mplce Mgr	Equip Oper'tr	Facil. Tech	Office Spec IV	Prin. Eng'r	Pump Mtc Tech - Wtr	Util Conserv Spec	Util Ops Eng'r	Sr Wtr Util Eng'r	Util Crew S'prvsr	Wtr Res'rce Spec	Wtr Svc Tech II	Wtr/Swr Maint Wrkr II	Labor Cost of Svc
45	Utility Engineering Inspection																	
	\$0-\$15K (Use this fee for all SFH remodels)	\$0	\$0	\$144	\$0	\$0	\$484	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$628
	\$15,001-\$25K	\$0	\$0	\$287	\$0	\$0	\$968	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$1,255
	\$25,001-\$50K	\$0	\$0	\$574	\$0	\$0	\$2,178	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$2,752
	\$50,001-\$100K	\$0	\$0	\$1,148	\$0	\$0	\$4,840	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$5,988
	\$101K-\$200K	\$0	\$0	\$1,148	\$0	\$0	\$6,050	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$7,198
	\$201K-\$500K	\$0	\$0	\$1,148	\$0	\$0	\$10,648	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$11,796
	\$501K-\$1M	\$0	\$0	\$1,148	\$0	\$0	\$20,570	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$21,718
	>\$1M - base fee	\$0	\$0	\$1,148	\$0	\$0	\$24,200	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$25,348
	>\$1M; fee for each additional \$500K of fraction thereof	\$0	\$0	\$1,148	\$0	\$0	\$6,655	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$7,803
46	Water Efficiency Review	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$244	\$0	\$0	\$0	\$0	\$0	\$0	\$244
47	Standard-UMR-Fee	\$149	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$149
48	Water Supply Assessment Preparation	\$0	\$0	\$0	\$8,175	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$6,725	\$0	\$0	\$14,900
49	Supplemental Assessment Preparation	\$0	\$0	\$0	\$5,232	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$4,304	\$0	\$0	\$9,536
50	Water reconnection fee - standard service reconnection	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$242	\$0	\$242
51	Water meter replacement/reconnection fee due to meter tampering/illegal access	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$484	\$0	\$484
52	Water Service Abandonment (2" and smaller)	\$0	\$0	\$287	\$0	\$2,178	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$2,457	\$0	\$0	\$4,104	\$9,026
53	Water Service Abandonment (3" and larger)	\$0	\$0	\$287	\$0	\$4,356	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$4,914	\$0	\$0	\$8,208	\$17,765
54	Water service relocation	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0

Fee Description	Meter	Backflow	Other Materials	Equip Cost	Total M'tls & Equip	Total Cost of Svc	Cost Recovery Information								
							Current Fee	Current Cost Recovery	Proposed Fee	Proposed Cost Recovery	Proposed Fee Change %	Proposed Fee Change \$	Notes		
45 Utility Engineering Inspection															
\$0-\$15K (Use this fee for all SFH remodels)	+	\$0	\$0	\$0	\$0	= \$628	\$602	96%	\$627	100%	4%	\$25			
\$15,001-\$25K	+	\$0	\$0	\$0	\$0	= \$1,255	\$1,204	96%	\$1,255	100%	4%	\$51			
\$25,001-\$50K	+	\$0	\$0	\$0	\$0	= \$2,752	\$2,640	96%	\$2,752	100%	4%	\$112			
\$50,001-\$100K	+	\$0	\$0	\$0	\$0	= \$5,988	\$5,745	96%	\$5,988	100%	4%	\$243			
\$101K-\$200K	+	\$0	\$0	\$0	\$0	= \$7,198	\$6,906	96%	\$7,198	100%	4%	\$292			
\$201K-\$500K	+	\$0	\$0	\$0	\$0	= \$11,796	\$11,318	96%	\$11,796	100%	4%	\$478			
\$501K-\$1M	+	\$0	\$0	\$0	\$0	= \$21,718	\$20,840	96%	\$21,718	100%	4%	\$878			
>\$1M - base fee	+	\$0	\$0	\$0	\$0	= \$25,348	\$24,323	96%	\$25,348	100%	4%	\$1,025			
>\$1M; fee for each additional \$500K of fraction thereof	+	\$0	\$0	\$0	\$0	= \$7,803	\$7,486	96%	\$7,803	100%	4%	\$317			
46 Water Efficiency Review	+	\$0	\$0	\$0	\$0	= \$244	n/a - new	0%	\$244	100%	n/a - new	n/a - new			
47 Standard UMR Fee	+	\$0	\$0	\$0	\$0	= \$149	n/a - new	0%	\$148	100%	n/a - new	n/a - new			
48 Water Supply Assessment Preparation	+	\$0	\$0	\$0	\$0	= \$14,900	\$14,122	95%	\$14,900	100%	6%	\$778			
49 Supplemental Assessment Preparation	+	\$0	\$0	\$0	\$0	= \$9,536	\$9,038	95%	\$9,536	100%	6%	\$498			
50 Water reconnection fee - standard service reconnection	+	\$0	\$0	\$0	\$174	= \$416	\$256	62%	\$268	64%	5%	\$12			
51 Water meter replacement/reconnection fee due to meter tampering/illegal access	+	\$0	\$0	\$0	\$173	= \$657	\$465	71%	\$488	74%	5%	\$23			
52 Water Service Abandonment (2" and smaller)	+	\$0	\$0	\$0	\$1,210	= \$10,236	\$9,792	96%	\$10,236	100%	5%	\$444			
53 Water Service Abandonment (3" and larger)	+	\$0	\$0	\$1,696	\$2,420	= \$21,881	\$20,906	96%	\$21,881	100%	5%	\$975			
54 Water service relocation	+	\$0	\$0	\$0	\$0	= \$0	\$7,456		\$7,828		5%	\$372			

Fee Description		Service Time															Total
		Assist. Eng'r (Civil)	Assoc Eng'r	Asst Wtr S'prntndt	C'mplce Mgr	Equip Oper'tr	Facil. Tech	Office Spec IV	Prin. Eng'r	Pump Mtc Tech - Wtr	Util Conserv Spec	Util Ops Eng'r	Sr Wtr Util Eng'r	Util Crew S'prvsr	Wtr Res'rce Spec	Wtr Svc Tech II	
Field Marking - Water																	
55	Up to 50 ft. of excavation					1.00	0.25										
56	Over 50 ft. - each additional 50 ft. or fraction thereof of excavation					0.50											
Field Marking - Recycled Water																	
57	Up to 50 ft. of excavation					1.00	0.25										
58	Over 50 ft. - each additional 50 ft. or fraction thereof of excavation					0.50											
Water and Fire Service Tap																	
59	Water and Fire Service Tap (2" and smaller)		1.00			1.00	0.50										
60	Water and Fire Service Tap (4", 6", and 8")		1.00			1.00	0.50										
61	Water and Fire Service Tap (10", and 12")		1.00			1.00	0.50										
Insertion Valve Installation																	
62	4" Valve			2.00		9.00	1.00						9.00			18.00	39.00
63	6" Valve			2.00		9.00	1.00						9.00			18.00	39.00
64	8" Valve			2.00		9.00	1.00						9.00			18.00	39.00
65	10" Valve			2.00		9.00	1.00						9.00			18.00	39.00
66	12" Valve			2.00		9.00	1.00						9.00			18.00	39.00
67	4" Valve (Excavation Included)			4.00		18.00	1.00						18.00			36.00	77.00
68	6" Valve (Excavation Included)			4.00		18.00	1.00						18.00			36.00	77.00
69	8" Valve (Excavation Included)			4.00		18.00	1.00						18.00			36.00	77.00
70	10" Valve (Excavation Included)			4.00		18.00	1.00						18.00			36.00	77.00
71	12" Valve (Excavation Included)			4.00		18.00	1.00						18.00			36.00	77.00
72	Project Clearance Committee / Utility Engineering / Subcommittee Review	0.50							3.00								3.50
73	Hold Harmless Agreement	2.00					2.00										4.00
Fire Flow (Hydraulic Model)																	
74	Single Family Homes (SFH)	1.00									1.00						2.00
75	Others, Excluding SFH	1.00									2.00	1.00					4.00
76	Development Impact Analysis	1.00									2.00	3.00					6.00

Fee Description		Estimated Cost of Labor														Labor Cost of Svc		
		\$297	\$308	\$287	\$327	\$242	\$242	\$223	\$414	\$242	\$244	\$365	\$365	\$273	\$269		\$242	\$228
		Assist. Eng'r (Civil)	Assoc Eng'r	Asst Wtr S'prntndt	C'mplce Mgr	Equip Oper'tr	Facil. Tech	Office Spec IV	Prin. Eng'r	Pump Mtc Tech - Wtr	Util Conserv Spec	Util Ops Eng'r	Sr Wtr Util Eng'r	Util Crew S'prvsr	Wtr Res'rce Spec	Wtr Svc Tech II	Wtr/Swr Maint Wrkr II	
Field Marking - Water																		
55	Up to 50 ft. of excavation	\$0	\$0	\$0	\$0	\$0	\$242	\$56	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$298
56	Over 50 ft. - each additional 50 ft. or fraction thereof of excavation	\$0	\$0	\$0	\$0	\$0	\$121	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$121
Field Marking - Recycled Water																		
57	Up to 50 ft. of excavation	\$0	\$0	\$0	\$0	\$0	\$242	\$56	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$298
58	Over 50 ft. - each additional 50 ft. or fraction thereof of excavation	\$0	\$0	\$0	\$0	\$0	\$121	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$121
Water and Fire Service Tap																		
59	Water and Fire Service Tap (2" and smaller)	\$0	\$308	\$0	\$0	\$0	\$242	\$112	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$662
60	Water and Fire Service Tap (4",6", and 8")	\$0	\$308	\$0	\$0	\$0	\$242	\$112	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$662
61	Water and Fire Service Tap (10", and 12")	\$0	\$308	\$0	\$0	\$0	\$242	\$112	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$662
Insertion Valve Installation																		
62	4" Valve	\$0	\$0	\$574	\$0	\$2,178	\$242	\$0	\$0	\$0	\$0	\$0	\$0	\$2,457	\$0	\$0	\$4,104	\$9,555
63	6" Valve	\$0	\$0	\$574	\$0	\$2,178	\$242	\$0	\$0	\$0	\$0	\$0	\$0	\$2,457	\$0	\$0	\$4,104	\$9,555
64	8" Valve	\$0	\$0	\$574	\$0	\$2,178	\$242	\$0	\$0	\$0	\$0	\$0	\$0	\$2,457	\$0	\$0	\$4,104	\$9,555
65	10" Valve	\$0	\$0	\$574	\$0	\$2,178	\$242	\$0	\$0	\$0	\$0	\$0	\$0	\$2,457	\$0	\$0	\$4,104	\$9,555
66	12" Valve	\$0	\$0	\$574	\$0	\$2,178	\$242	\$0	\$0	\$0	\$0	\$0	\$0	\$2,457	\$0	\$0	\$4,104	\$9,555
67	4" Valve (Excavation Included)	\$0	\$0	\$1,148	\$0	\$4,356	\$242	\$0	\$0	\$0	\$0	\$0	\$0	\$4,914	\$0	\$0	\$8,208	\$18,868
68	6" Valve (Excavation Included)	\$0	\$0	\$1,148	\$0	\$4,356	\$242	\$0	\$0	\$0	\$0	\$0	\$0	\$4,914	\$0	\$0	\$8,208	\$18,868
69	8" Valve (Excavation Included)	\$0	\$0	\$1,148	\$0	\$4,356	\$242	\$0	\$0	\$0	\$0	\$0	\$0	\$4,914	\$0	\$0	\$8,208	\$18,868
70	10" Valve (Excavation Included)	\$0	\$0	\$1,148	\$0	\$4,356	\$242	\$0	\$0	\$0	\$0	\$0	\$0	\$4,914	\$0	\$0	\$8,208	\$18,868
71	12" Valve (Excavation Included)	\$0	\$0	\$1,148	\$0	\$4,356	\$242	\$0	\$0	\$0	\$0	\$0	\$0	\$4,914	\$0	\$0	\$8,208	\$18,868
72	Project Clearance Committee / Utility Engineering / Subcommittee Review	\$149	\$0	\$0	\$0	\$0	\$0	\$0	\$1,242	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$1,391
73	Hold Harmless Agreement	\$594	\$0	\$0	\$0	\$0	\$0	\$446	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$1,040
Fire Flow (Hydraulic Model)																		
74	Single Family Homes (SFH)	\$297	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$365	\$0	\$0	\$0	\$0	\$0	\$662
75	Others, Excluding SFH	\$297	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$730	\$365	\$0	\$0	\$0	\$0	\$1,392
76	Development Impact Analysis	\$297	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$730	\$1,095	\$0	\$0	\$0	\$0	\$2,122

							Cost Recovery Information						
Fee Description	Meter	Backflow	Other Materials	Equip Cost	Total M'tls & Equip	Total Cost of Svc	Current Fee	Current Cost Recovery	Proposed Fee	Proposed Cost Recovery	Proposed Fee Change %	Proposed Fee Change \$	Notes
Field Marking - Water													
55 Up to 50 ft. of excavation	+	\$0	\$0	\$0	\$0	= \$298	\$285	96%	\$297	100%	4%	\$12	
56 Over 50 ft. - each additional 50 ft. or fraction thereof of excavation	+	\$0	\$0	\$0	\$0	= \$121	\$116	96%	\$121	100%	4%	\$5	
Field Marking - Recycled Water													
57 Up to 50 ft. of excavation	+	\$0	\$0	\$0	\$0	= \$298	\$285	96%	\$297	100%	4%	\$12	
58 Over 50 ft. - each additional 50 ft. or fraction thereof of excavation	+	\$0	\$0	\$0	\$0	= \$121	\$116	96%	\$121	100%	4%	\$5	
Water and Fire Service Tap													
59 Water and Fire Service Tap (2" and smaller)	+	\$0	\$0	\$500	\$500	= \$1,162	\$1,110	96%	\$1,161	100%	5%	\$51	
60 Water and Fire Service Tap (4", 6", and 8")	+	\$0	\$0	\$639	\$639	= \$1,301	\$1,242	95%	\$1,300	100%	5%	\$58	
61 Water and Fire Service Tap (10", and 12")	+	\$0	\$0	\$1,084	\$1,084	= \$1,746	\$1,661	95%	\$1,745	100%	5%	\$84	
Insertion Valve Installation													
62 4" Valve	+	\$0	\$3,870	\$2,627	\$6,497	= \$16,052	\$15,275	95%	\$16,051	100%	5%	\$776	
63 6" Valve	+	\$0	\$4,756	\$2,627	\$7,383	= \$16,938	\$16,108	95%	\$16,938	100%	5%	\$830	
64 8" Valve	+	\$0	\$5,532	\$2,627	\$8,159	= \$17,714	\$16,839	95%	\$17,714	100%	5%	\$875	
65 10" Valve	+	\$0	\$9,009	\$2,627	\$11,636	= \$21,191	\$20,110	95%	\$21,190	100%	5%	\$1,080	
66 12" Valve	+	\$0	\$10,721	\$2,627	\$13,348	= \$22,903	\$21,721	95%	\$22,902	100%	5%	\$1,181	
67 4" Valve (Excavation Included)	+	\$0	\$3,870	\$5,253	\$9,124	= \$27,992	\$26,675	95%	\$27,991	100%	5%	\$1,316	
68 6" Valve (Excavation Included)	+	\$0	\$4,756	\$5,253	\$10,010	= \$28,878	\$27,509	95%	\$28,877	100%	5%	\$1,368	
69 8" Valve (Excavation Included)	+	\$0	\$5,532	\$5,253	\$10,786	= \$29,654	\$28,239	95%	\$29,653	100%	5%	\$1,414	
70 10" Valve (Excavation Included)	+	\$0	\$9,009	\$5,253	\$14,262	= \$33,130	\$31,510	95%	\$33,130	100%	5%	\$1,620	
71 12" Valve (Excavation Included)	+	\$0	\$10,721	\$5,253	\$15,975	= \$34,843	\$33,121	95%	\$34,842	100%	5%	\$1,721	
72 Project Clearance Committee / Utility Engineering / Subcommittee Review	+	\$0	\$0	\$0	\$0	= \$1,391	\$1,309	94%	\$1,390	100%	6%	\$81	
73 Hold Harmless Agreement	+	\$0	\$0	\$0	\$0	= \$1,040	\$1,010	97%	\$1,040	100%	3%	\$30	
Fire Flow (Hydraulic Model)													
74 Single Family Homes (SFH)	+	\$0	\$395	\$0	\$395	= \$1,057	\$1,003	95%	\$1,056	100%	5%	\$53	
75 Others, Excluding SFH	+	\$0	\$973	\$0	\$973	= \$2,365	\$2,229	94%	\$2,364	100%	6%	\$135	
76 Development Impact Analysis	+	\$0	\$973	\$0	\$973	= \$3,095	\$2,911	94%	\$3,094	100%	6%	\$183	

Fee Description		Service Time														Total	
		Assist. Eng'r (Civil)	Assoc Eng'r	Asst Wtr S'prntndt	C'mplce Mgr	Equip Oper'tr	Facil. Tech	Office Spec IV	Prin. Eng'r	Pump Mtc Tech - Wtr	Util Conserv Spec	Util Ops Eng'r	Sr Wtr Util Eng'r	Util Crew S'prvsr	Wtr Res'rce Spec		Wtr Svc Tech II
Water Service Upgrade of Existing Service excluding Device Cost																	
77	5/8" x 3/4" water services and backflow preventer			2.00		9.00							9.00		1.00	18.00	39.00
78	1" water service and backflow preventer			2.00		9.00							9.00		1.00	18.00	39.00
79	1 - 1/2" water service and backflow preventer			2.00		9.00							9.00		1.00	18.00	39.00
80	2" water service and backflow preventer			2.00		9.00							9.00		1.00	18.00	39.00
81	3" water service and backflow preventer			2.00		9.00							9.00		1.00	18.00	39.00

City of Santa Clara
 User and Regulatory Fee Study
 Cost of Service Calculation - Water

		Estimated Cost of Labor																
		\$297	\$308	\$287	\$327	\$242	\$242	\$223	\$414	\$242	\$244	\$365	\$365	\$273	\$269	\$242	\$228	
Fee Description		Assist. Eng'r (Civil)	Assoc Eng'r	Asst Wtr S'prntndt	C'mplce Mgr	Equip Oper'tr	Facil. Tech	Office Spec IV	Prin. Eng'r	Pump Mtc Tech - Wtr	Util Conserv Spec	Util Ops Eng'r	Sr Wtr Util Eng'r	Util Crew S'prvsr	Wtr Res'rce Spec	Wtr Svc Tech II	Wtr/Swr Maint Wrkr II	Labor Cost of Svc
	Water Service Upgrade of Existing Service excluding Device Cost																	
77	5/8" x 3/4" water services and backflow preventer	\$0	\$0	\$574	\$0	\$2,178	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$2,457	\$0	\$242	\$4,104	\$9,555
78	1" water service and backflow preventer	\$0	\$0	\$574	\$0	\$2,178	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$2,457	\$0	\$242	\$4,104	\$9,555
79	1 - 1/2" water service and backflow preventer	\$0	\$0	\$574	\$0	\$2,178	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$2,457	\$0	\$242	\$4,104	\$9,555
80	2" water service and backflow preventer	\$0	\$0	\$574	\$0	\$2,178	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$2,457	\$0	\$242	\$4,104	\$9,555
81	3" water service and backflow preventer	\$0	\$0	\$574	\$0	\$2,178	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$2,457	\$0	\$242	\$4,104	\$9,555

							Cost Recovery Information								
Fee Description		Meter	Backflow	Other Materials	Equip Cost	Total M'tls & Equip	Total Cost of Svc	Current Fee	Current Cost Recovery	Proposed Fee	Proposed Cost Recovery	Proposed Fee Change %	Proposed Fee Change \$	Notes	
Water Service Upgrade of Existing Service excluding Device Cost															
77	5/8" x 3/4" water services and backflow preventer	+	\$0	\$0	\$332	\$1,211	\$1,543	= \$11,098	\$10,613	96%	\$11,098	100%	5%	\$485	
78	1" water service and backflow preventer	+	\$0	\$0	\$332	\$1,211	\$1,543	= \$11,098	\$10,613	96%	\$11,098	100%	5%	\$485	
79	1 - 1/2" water service and backflow preventer	+	\$0	\$0	\$370	\$1,211	\$1,581	= \$11,136	\$10,649	96%	\$11,135	100%	5%	\$486	
80	2" water service and backflow preventer	+	\$0	\$0	\$370	\$1,211	\$1,581	= \$11,136	\$10,649	96%	\$11,135	100%	5%	\$486	
81	3" water service and backflow preventer	+	\$0	\$0	\$743	\$1,211	\$1,953	= \$11,508	\$10,999	96%	\$11,508	100%	5%	\$509	

Fee Description		Service Time								
		Asst Swr S'prntndt	Code Enforce Tech	Equip Oper'tr	Facil. Tech	Staff Aide	Office Spec IV	Util Crew S'prvsr	Wtr/Swr Maint Wrkr II	Total
Sewer Lateral Cleanout										
1	Sewer Lateral Cleanout - 4 inch lateral	2.00		9.00	1.00			9.00	18.00	39.00
2	Sewer Lateral Cleanout - 6 inch lateral or larger	2.00		9.00	1.00			9.00	18.00	39.00
3	Cleanout box only								4.00	4.00
Sewer Lateral Installation										
4	4" Sewer Lateral Installation			36.80				36.80	110.40	184.00
5	6" Sewer Lateral Installation			36.80				36.80	110.40	184.00
6	8" Sewer Lateral Installation			36.80				36.80	110.40	184.00
Sewer Lateral Video Inspection										
7	Sewer Lateral Video inspection							2.00	2.00	4.00
Encroachment Permit: Field Marking-Sanitary Sewer										
8	Up to 50 ft. of excavation				1.00		0.25			1.25
9	Over 50 ft. - each additional 50 ft. or fraction thereof of excavation				0.50					0.50
Fats, Oil and Grease (FOG)										
10	FOG Plan Review and Inspection Fee (Building Permits)		12.00							12.00
Short Term Industrial Wastewater Discharge Request Temporary Waste Water Discharge Permit										
11	Application Fee for Short Term Industrial Wastewater Discharge Request					2.00				2.00
12	Short Term Industrial Wastewater Discharge Request Temporary Waste Water Discharge Permit									

City of Santa Clara
 User and Regulatory Fee Study
 Cost of Service Calculation - Sewer

Fee Description		Estimated Cost of Labor							Labor Cost of Svc	+	Mat'l's & Equip Cost	=	Total Cost of Svc	
		\$287	\$227	\$242	\$242	\$230	\$223	\$273						\$228
		Asst Swr S'prntndt	Code Enforce Tech	Equip Oper'tr	Facil. Tech	Staff Aide	Office Spec IV	Util Crew S'prvsr	Wtr/Swr Maint Wrkr II					
Sewer Lateral Cleanout														
1	Sewer Lateral Cleanout - 4 inch lateral	\$574	\$0	\$2,178	\$242	\$0	\$0	\$2,457	\$4,104	\$9,555	+	\$1,693	=	\$11,248
2	Sewer Lateral Cleanout - 6 inch lateral or larger	\$574	\$0	\$2,178	\$242	\$0	\$0	\$2,457	\$4,104	\$9,555	+	\$1,875	=	\$11,430
3	Cleanout box only	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$912	\$912	+	\$121	=	\$1,033
Sewer Lateral Installation														
4	4" Sewer Lateral Installation	\$0	\$0	\$8,906	\$0	\$0	\$0	\$10,046	\$25,171	\$44,123	+	\$0	=	\$44,123
5	6" Sewer Lateral Installation	\$0	\$0	\$8,906	\$0	\$0	\$0	\$10,046	\$25,171	\$44,123	+	\$0	=	\$44,123
6	8" Sewer Lateral Installation	\$0	\$0	\$8,906	\$0	\$0	\$0	\$10,046	\$25,171	\$44,123	+	\$0	=	\$44,123
Sewer Lateral Video Inspection														
7	Sewer Lateral Video inspection	\$0	\$0	\$0	\$0	\$0	\$0	\$546	\$456	\$1,002	+	\$0	=	\$1,002
Encroachment Permit: Field Marking-Sanitary Sewer														
8	Up to 50 ft. of excavation	\$0	\$0	\$0	\$242	\$0	\$56	\$0	\$0	\$298	+	\$0	=	\$298
9	Over 50 ft. - each additional 50 ft. or fraction thereof of excavation	\$0	\$0	\$0	\$121	\$0	\$0	\$0	\$0	\$121	+	\$0	=	\$121
Fats, Oil and Grease (FOG)														
10	FOG Plan Review and Inspection Fee (Building Permits)	\$0	\$2,724	\$0	\$0	\$0	\$0	\$0	\$0	\$2,724	+	\$0	=	\$2,724
Short Term Industrial Wastewater Discharge Request Temporary Waste Water Discharge Permit														
11	Application Fee for Short Term Industrial Wastewater Discharge Request	\$0	\$0	\$0	\$0	\$460	\$0	\$0	\$0	\$460	+	\$0	=	\$460
12	Short Term Industrial Wastewater Discharge Request Temporary Waste Water Discharge Permit													

Fee Description		Cost Recovery Information						Notes
		Current Fee	Current Cost Recovery	Proposed Fee	Proposed Cost Recovery	Proposed Fee Change %	Proposed Fee Change \$	
Sewer Lateral Cleanout								
1	Sewer Lateral Cleanout - 4 inch lateral	\$2,308	21%	\$2,423	22%	5%	\$115	
2	Sewer Lateral Cleanout - 6 inch lateral or larger	\$11,426	100%	\$11,429	100%	0%	\$3	
3	Cleanout box only	\$360	35%	\$378	37%	5%	\$18	
Sewer Lateral Installation								
4	4" Sewer Lateral Installation	\$42,307	96%	\$44,123	100%	4%	\$1,816	
5	6" Sewer Lateral Installation	\$42,307	96%	\$44,123	100%	4%	\$1,816	
6	8" Sewer Lateral Installation	\$42,307	96%	\$44,123	100%	4%	\$1,816	
Sewer Lateral Video Inspection								
7	Sewer Lateral Video inspection	\$484	48%	\$508	51%	5%	\$24	
Encroachment Permit: Field Marking-Sanitary Sewer								
8	Up to 50 ft. of excavation	\$285	96%	\$297	100%	4%	\$12	
9	Over 50 ft. - each additional 50 ft. or fraction thereof of excavation	\$116	96%	\$121	100%		\$5	
Fats, Oil and Grease (FOG)								
10	FOG Plan Review and Inspection Fee (Building Permits)	\$2,611	96%	\$2,724	100%			
Short Term Industrial Wastewater Discharge Request Temporary Waste Water Discharge Permit								
11	Application Fee for Short Term Industrial Wastewater Discharge Request	n/a - new	n/a - new	\$460	100%	n/a - new	n/a - new	
12	Short Term Industrial Wastewater Discharge Request Temporary Waste Water Discharge Permit	(\$5.29 / HCF or \$7.07 / 1000 gal)		(\$5.29 / HCF or \$7.07 / 1000 gal)		0%	\$0	

Fee Description	Service Time			Cost of Service			Cost Recovery Information						
	Pump Mtc Tech - Solar	Wtr /Swr Maint Worker II	Total	\$242 Pump Mtc Tech - Solar	\$228 Wtr /Swr Maint Worker II	Total	Current Fee	Current Cost Recovery	Proposed Fee	Proposed Cost Recovery	Proposed Fee Change %	Proposed Fee Change \$	Notes
	1 Solar Pool Heating System Installation Fee												
a) Base Fee	24.00	48.00	72.00	\$5,808	\$10,944	\$16,752	\$5,071	30%	\$5,324	32%	5%	\$253	
b) Per Panel	1.50	3.00	4.50	\$363	\$684	\$1,047	\$295	28%	\$309	30%	5%	\$14	
2 Solar domestic hot water installation fee													
a) Single-family							Actual Cost		Actual Cost				
b) Multi-family							Actual Cost		Actual Cost				
3 Solar Domestic Hot Water System Panel Removal & Replacement Fee - per panel	8.00	8.00	16.00	\$1,936	\$1,824	\$3,760	\$594	16%	\$623	17%	5%	\$29	
4 Solar pool heating system system panel removal and replacement fee - per panel	8.00	8.00	16.00	\$1,936	\$1,824	\$3,760	\$360	10%	\$378	10%	5%	\$18	

City of Santa Clara
 Cost of Service Study for Analyzing User and Regulatory Fees
 Overview of Proposed Changes

Fee Description	Unchanged or Relatively	Changes Between 3% and 10%	Changes Greater than 10%	Decrease Fee	New Fee	Total	Unchanged or Relatively	Changes Between 3% and 10%	Changes Greater than 10%	Decrease Fee	New Fee	Total
1 Fire Community Risk Reduction Fees	16	127	47	1	5	196	8%	65%	24%	1%	3%	100%
2 Fire Operations, Training, and Resources Fees	3	11	3	2	0	19	16%	58%	16%	11%	0%	100%
3 Electric Fees	19	8	5	1	1	34	56%	24%	15%	3%	3%	100%
4 Building Fees	132	7	3	32	1	175	75%	4%	2%	18%	1%	100%
5 Planning Fees	12	65	0	0	11	88	14%	74%	0%	0%	13%	100%
6 Housing Fees	19	5	3	1	0	28	68%	18%	11%	4%	0%	100%
7 PW Engineering and Encroachment Permit Fees	79	13	0	2	1	95	83%	14%	0%	2%	1%	100%
8 PW Streets / Storm Drain / Solid Waste Fees	8	10	10	0	0	28	29%	36%	36%	0%	0%	100%
9 Police Fees	29	6	11	17	0	63	46%	10%	17%	27%	0%	100%
10 Water & Sewer Fees	13	31	40	24	2	110	12%	28%	36%	22%	2%	100%
11 Assistant City Clerk Administrative Fees	5	0	0	0	0	5	100%	0%	0%	0%	0%	100%
12 Finance / Municipal Services Fees	20	0	0	0	0	20	100%	0%	0%	0%	0%	100%
13 Library Fees	8	0	0	0	0	8	100%	0%	0%	0%	0%	100%
14 Cemetery Fees	143	0	0	0	0	143	100%	0%	0%	0%	0%	100%
15 Parks and Recreation Fees	70	0	0	0	0	70	100%	0%	0%	0%	0%	100%
Total	576	283	122	80	21	1,082	53%	26%	11%	7%	2%	100%
	0.5323	0.2616	0.1128	0.0739	0.0194							



**City of
Santa Clara**
The Center of What's Possible

FY 2024/25 Municipal Fee Schedule

Proposed

April 23, 2024

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CITY OF SANTA CLARA MUNICIPAL FEE SCHEDULE

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Reader's Guide

The purpose of this Reader's Guide is to make the City of Santa Clara FY 2024/25 Municipal Fee Schedule easier to review. The Reader's Guide highlights information contained in this document, defines terminology used in column headers, and briefly explains how voter approved Proposition 26 impacts the Schedule.

Fees, rates, and charges are intended to encompass all charges established by license, permit fees, utility charges, refuse collection and any other charges for goods and services and use of City-owned or operated facilities. Certain fees omitted from the Municipal Fee Schedule are published separately and noted on page V of this schedule. Such fees and charges published separately are unique because they are mandated by external agencies or because they receive special attention and review from City Council prior to adoption.

A comprehensive listing of the City's fees, rates, and charges, arranged in sections by department make up the City of Santa Clara Municipal Fee Schedule. During an annual review, each department recommends appropriate adjustments after considering the total costs to the City for each service provided. Costs include (1) personnel time (providing the service and collecting data), (2) equipment used, (3) material, service and supply costs, (4) department and City-wide overhead, and (5) any other costs that may be incurred that are directly related to the specific fees, rates or charges. Periodically, the City will contract with an outside consultant to perform a comprehensive review/study of fees. For FY 2024/25, ClearSource Financial Consulting completed a Cost of Services (User Fee) Study.

Proposition 26

Proposition 26, passed by voters on November 2, 2010, is a constitutional amendment that introduces, for the first time, a definition of what constitutes a local tax:

As used in this section, "tax" means any levy, charge, or exaction of any kind imposed by a local government...

Under this definition, many requirements imposed by a local government that results in the local government receiving revenues are considered local taxes. This means that local government would need to obtain majority approval of the voters if the revenues are to be used for general governmental purpose and by two-thirds of voters if used for a specific purpose. In contrast, a fee may be adopted by a majority vote of City Council. There are seven (7) exceptions to this amendment under Proposition 26:

1. **Special Benefit or Privilege:** A charge imposed for a specific benefit conferred or privilege granted directly to the payor that is not provided to those not charged, and which does not exceed the reasonable costs to the local government of

conferring the benefit or granting the privilege.

2. **Government Service or Product:** A charge imposed for specific government service or product provided directly to the payor that is not provided to those not charged, and which does not exceed the reasonable costs to the local government of providing the service or product.
3. **Licenses and Permits:** A charge imposed for the reasonable regulatory costs to a local government for issuing licenses and permits, performing investigations, inspections, and audits, enforcing agricultural marketing orders, and the administrative enforcement and adjudication thereof.
4. **Local Government Property:** A charge imposed for entrance to or use of local government property, or the purchase, rental or lease of a local government property.
5. **Fines and Penalties:** A fine, penalty, or other monetary charge imposed by the judicial branch of government or a local government, as a result of a violation of law.
6. **Property Development:** A charge imposed as a condition of property development.
7. **The Prop 218 Exception:** Provides that property assessment and property-related fees that are already subject to the approval requirements of Proposition 218 are not taxes. Common examples include water and sewer rates and special district assessments such as Landscape and Lighting District Act assessments.

All fees, rates, and charges have been reviewed by the City Attorney's Office and meet one or more of the exceptions to Proposition 26, or are not subject to Proposition 26.

City of Santa Clara Municipal Fee Schedule Column Descriptors

1. Description of Fee, Rate, or Charge: Identifies the nature of the fee, rate, or charge.
2. Current Fee and Period: Identifies the current cost associated with the fee, rate, or charge.
3. Technology Fee: Identifies whether or not the Technology Fee applies.
4. Charging Dept/Div: City Department responsible for initiating the fee, rate, or charge.

Collecting Dept/Div: City Department assigned to collect the fee, rate, or charge.

5. Date Fee Last Changed: The date the fee was last updated by ordinance and/or resolution.

6. Fee Detail:

Objective: The reasoning as to why the City collects the fee, rate, or charge. This schedule may identify one or more of the following classifications: (1) Recover Cost, (2) User Tax, (3) User Fee, (4) Penalty, (5) Compliance, and (6) Impact Development Fee.

Prop 26 Exception: Identifies exception classification for the fee, rate, or charge. The reader will see numbers 1-7, or a combination of 1-7, as some fees, rates, and charges fall under multiple classifications. N/A signifies the fee, rate, or charge is not a fee imposed exclusively by local government.

Full Cost: Summarizes both direct and indirect costs associated with the fee, rate, or charge. If no cost is provided, the basis for the charge is defined either by ordinance or resolution, calculated separately based on individual circumstances, or established by an outside entity.

7. Comments: Identifies special notes related to the specific fee, rate, or charge.

CITY OF SANTA CLARA MUNICIPAL FEE SCHEDULE

The Following is a List of Separately Published Fee Schedules.
These Schedules Are Not Included in This Document.
Copies of These Documents Can Be Found in the City Clerk's Office Located at
City Hall and at Central Library's Reference Desk.

■ **Community Development Department**

California Electrical Code
California Administrative Code
California Building Code, Volume 1, 2
California Building Security Code
California Code for the Abatement of
Dangerous Buildings
California Housing Code
California Mechanical Code
California Plumbing Code

■ **Electric Utility**

Electric Rates

■ **Parks and Recreation Department**

Class Rates

■ **Public Works Department**

Cleanup Campaign Rates
Garbage / Rubbish / Recycle Rates
Household Hazardous Waste Rates
Storm Drain Environmental Compliance Fee

■ **Water and Sewer Utilities**

Sewer Rates
Solar Domestic Hot Water System Service Charges
Solar Swimming Pool Heater Service Charges
Water Rates

■ Taxable items are subject to applicable sales taxes at prevailing tax rates.

Municipal Fee Schedule



Citywide

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CITY OF SANTA CLARA MUNICIPAL FEE SCHEDULE

SUBMITTED BY DEPARTMENT / DIVISION:
CITYWIDE

RESOLUTION NUMBER:

APPROVED:

DESCRIPTION OF FEE , RATE OR CHARGE	CURRENT FEE and PERIOD	TECHNOLOGY FEE (3.37%) APPLIES (Yes or No)	CHARGING DEPT / DIV ----- COLLECTING DEPT / DIV	DATE FEE LAST CHANGED	FEE DETAIL OBJECTIVE PROP 26 EXCEPTION (SEE READER'S GUIDE) FULL COST FACTOR	COMMENTS	PROPOSED NEW OR REVISED FEE 2024-25	Percent Change
				ORDINANCE NUMBER & DATE (if applicable)				
Copy Fee Public	\$ 0.20 per page	No	Charged By: Citywide Collected By: Citywide	Date: 6/10/2008 Res. No.: 08-7525	Objective: Recover Cost Prop 26 Exception: 1,2 Full Cost: \$ 0.20	Copies of Statements of Economic Interest (Form 700) and Campaign Statements are 10 cents per page for copies.	\$ 0.20 per page	
CD / DVD Materials	\$ 3.00 per CD / DVD	No	Charged By: Citywide Collected By: Citywide	Date: 6/10/2008 Res. No.: 08-7525	Objective: Recover Cost Prop 26 Exception: 1,2 Full Cost: \$ 3.00		\$ 3.00 per CD / DVD	
Payment Default Fee (includes NSF check, direct payment decline, default credit card charge)	\$ 25.00	No	Charged By: Citywide Collected By: Citywide	Date: 7/16/2019 O. No.: O. Date:	Objective: Recover Cost Prop 26 Exception: 1,2,5 Full Cost: \$ 25.00	CA Civil Code 1719	\$ 25.00	
Technology Fee	\$ 3.37% of Applicable Fees	Yes	Charged By: Citywide Collected By: Citywide	Date: 7/16/2019 O. No.: O. Date:	Objective: Recover Cost Prop 26 Exception: 1,2 Full Cost: \$ Varies		\$ 3.37% of Applicable Fees	

CITY OF SANTA CLARA MUNICIPAL FEE SCHEDULE

SUBMITTED BY DEPARTMENT / DIVISION:
CITYWIDE

RESOLUTION NUMBER:

APPROVED:

DESCRIPTION OF FEE, RATE OR CHARGE	CURRENT FEE and PERIOD	TECHNOLOGY FEE (3.37%) APPLIES (Yes or No)	CHARGING DEPT / DIV	DATE FEE LAST CHANGED	FEE DETAIL	COMMENTS	PROPOSED NEW OR REVISED FEE 2024-25	Percent Change
			----- COLLECTING DEPT / DIV	ORDINANCE NUMBER & DATE (if applicable)	OBJECTIVE PROP 26 EXCEPTION (SEE READER'S GUIDE) FULL COST FACTOR			
<u>Subpoena Fees</u> All Employees (Deposit)	\$ 275.00	No	Charged By: Citywide Collected By: Citywide	Date: 4/22/2014 O. No.: O. Date: Other (specify): CMD 17	Objective: Compliance Prop 26 Exception: * N/A Full Cost: N/A		\$ 275.00	
<u>Jury Fees</u> Federal District Court	\$ 30.00 per day and IRS Business Mileage Rate	No	Charged By: Citywide Collected By: Citywide	Date: 6/12/2001 O. No.: O. Date: Other (specify): CMD 25	Objective: Recover Cost Prop 26 Exception: * N/A Full Cost: N/A		\$ 30.00 per day and IRS Business Mileage Rate	
<u>Credit Card Convenience Fee</u> Fees assessed by third party vendors to use credit card/ other payment types	\$	No	Charged By: Citywide Collected By: Citywide	Date: O. No.: O. Date: Other (specify):	Objective: Recover Cost Prop 26 Exception: 1,2 Full Cost: \$ Varies		\$ Fees assessed by third party vendors to use credit card/other payment types	New

(* Note: "N/A" here signifies the fee, rate, or charge is not a fee imposed exclusively by local government.)

Municipal Fee Schedule



City Clerk

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CITY OF SANTA CLARA MUNICIPAL FEE SCHEDULE

SUBMITTED BY DEPARTMENT / DIVISION:
CITY CLERK'S OFFICE

RESOLUTION NUMBER:

APPROVED:

DESCRIPTION OF FEE , RATE OR CHARGE	CURRENT FEE and PERIOD	TECHNOLOGY FEE (3.37%) APPLIES (Yes or No)	CHARGING DEPT / DIV ----- COLLECTING DEPT / DIV	DATE FEE LAST CHANGED	FEE DETAIL OBJECTIVE PROP 26 EXCEPTION (SEE READER'S GUIDE) FULL COST FACTOR	COMMENTS	PROPOSED NEW OR REVISED FEE 2024-25	Percent Change
				ORDINANCE NUMBER & DATE (if applicable)				
Lobbying Activities Annual Registration Fee	\$ 764.00	No	Charged By: City Clerk's Office Collected By: City Clerk's Office	Date: 4/18/2023 R. No.: 23-9221 R. Date: 4/18/2023	Objective: Recover Cost User Fee Prop 26 Exception: 3 Full Cost: \$ 773.50	Annual registration is due by January 15th of a given year.	\$ 773.00	1.2%
Lobbying Activities Prorated Registration Fee	\$ 359.00	No	Charged By: City Clerk's Office Collected By: City Clerk's Office	Date: 4/18/2023 R. No.: 23-9221 R. Date: 4/18/2023	Objective: Recover Cost User Fee Prop 26 Exception: 3 Full Cost: \$ 364.00	Persons registering for the first time after June 30th of a given year.	\$ 364.00	1.4%
Lobbying Activities Amended Registration Fee	\$ 179.00	No	Charged By: City Clerk's Office Collected By: City Clerk's Office	Date: 4/18/2023 R. No.: 23-9221 R. Date: 4/18/2023	Objective: Recover Cost User Fee Prop 26 Exception: 3 Full Cost: \$ 182.00	Lobbyists with a change to registration information shall file an amended registration within fifteen (15) days of such change if he or she has accepted a new client for compensation in excess of five hundred dollars (\$500.00).	\$ 182.00	1.7%

CITY OF SANTA CLARA MUNICIPAL FEE SCHEDULE

SUBMITTED BY DEPARTMENT / DIVISION:
CITY CLERK'S OFFICE

RESOLUTION NUMBER:

APPROVED:

DESCRIPTION OF FEE , RATE OR CHARGE	CURRENT FEE and PERIOD	TECHNOLOGY FEE (3.37%) APPLIES (Yes or No)	CHARGING DEPT / DIV ----- COLLECTING DEPT / DIV	DATE FEE LAST CHANGED	FEE DETAIL OBJECTIVE PROP 26 EXCEPTION (SEE READER'S GUIDE) FULL COST FACTOR	COMMENTS	PROPOSED NEW OR REVISED FEE 2024-25	Percent Change
				ORDINANCE NUMBER & DATE (if applicable)				
Lobbying Activities Client Registration Fee	\$ 134.00 per client	No	Charged By: City Clerk's Office Collected By: City Clerk's Office	Date: 4/18/2023 R. No.: 23-9221 R. Date: 4/18/2023	Objective: Recover Cost User Fee Prop 26 Exception: 3 Full Cost: \$ 136.50		\$ 136.00 per client	1.5%
Lobbying Activities Delinquent Fee (Non-Compliance Fine)	\$ 25.00 per day	No	Charged By: City Clerk's Office Collected By: City Clerk's Office	Date: 12/5/2017 Res. No.: 17-8483 O. No.: 1949 O. Date: 1/12/2016	Objective: Recover Cost Penalty Prop 26 Exception: 5 Full Cost: \$ 25.00	Up to a maximum of \$500.00	\$ 25.00 per day	

Municipal Fee Schedule



City Manager

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CITY OF SANTA CLARA MUNICIPAL FEE SCHEDULE

SUBMITTED BY DEPARTMENT / DIVISION:
CITY MANAGER'S OFFICE

RESOLUTION NUMBER:

APPROVED:

DESCRIPTION OF FEE , RATE OR CHARGE	CURRENT FEE and PERIOD	TECHNOLOGY FEE (3.37%) APPLIES (Yes or No)	CHARGING DEPT / DIV ----- COLLECTING DEPT / DIV	DATE FEE LAST CHANGED	FEE DETAIL OBJECTIVE PROP 26 EXCEPTION (SEE READER'S GUIDE) FULL COST FACTOR	COMMENTS	PROPOSED NEW OR REVISED FEE 2024-25	Percent Change
				ORDINANCE NUMBER & DATE (if applicable)				
<u>No-Fee Parade Permit</u> For Santa Clara non-profit organizations	\$ No Fee	No	Charged By: City Manager's Office Collected By: City Manager's Office	Date: 9/18/2018 R. No.: 18-8606 R. Date: 9/18/2018	Objective: Prop 26 Exception: Full Cost: \$ 669.00	See Resolution No. 18-8606	\$ No Fee	

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Municipal Fee Schedule



Community Development

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CITY OF SANTA CLARA MUNICIPAL FEE SCHEDULE

SUBMITTED BY DEPARTMENT / DIVISION:
COMMUNITY DEVELOPMENT / BUILDING

RESOLUTION NUMBER:

APPROVED:

DESCRIPTION OF FEE, RATE OR CHARGE	CURRENT FEE and PERIOD	TECHNOLOGY FEE (3.37%) APPLIES (Yes or No)	CHARGING DEPT / DIV ----- COLLECTING DEPT / DIV	DATE FEE LAST CHANGED	FEE DETAIL OBJECTIVE PROP 26 EXCEPTION (SEE READER'S GUIDE) FULL COST FACTOR	COMMENTS	PROPOSED NEW OR REVISED FEE 2024-25	Percent Change
				ORDINANCE NUMBER & DATE (if applicable)				
MINOR RESIDENTIAL COMBINATION PERMIT FEES A/C (with or w/o Furnace) - Relocation	\$ 384.00	Yes	Charged By: Building Division Collected By: Building Division	Date: 4/18/2023 R. No.: 23-9221 R. Date: 4/18/2023	Objective: Recover Cost Prop 26 Exception: 1,2 Full Cost: \$ 384.00	Additional fees apply (e.g., permit issuance fee and technology fee)	\$ 384.00	
A/C (with or w/o Furnace) - Same Location	\$ 154.00	Yes	Charged By: Building Division Collected By: Building Division	Date: 4/18/2023 R. No.: 23-9221 R. Date: 4/18/2023	Objective: Recover Cost Prop 26 Exception: 1,2 Full Cost: \$ 230.00	Additional fees apply (e.g., permit issuance fee and technology fee)	\$ 154.00	
Furnace Replacement - Relocation	\$ 384.00	Yes	Charged By: Building Division Collected By: Building Division	Date: 4/18/2023 R. No.: 23-9221 R. Date: 4/18/2023	Objective: Recover Cost Prop 26 Exception: 1,2 Full Cost: \$ 384.00	Additional fees apply (e.g., permit issuance fee and technology fee)	\$ 384.00	
Furnace Replacement - Same Location	\$ 230.00	Yes	Charged By: Building Division Collected By: Building Division	Date: 4/18/2023 R. No.: 23-9221 R. Date: 4/18/2023	Objective: Recover Cost Prop 26 Exception: 1,2 Full Cost: \$ 230.00	Additional fees apply (e.g., permit issuance fee and technology fee)	\$ 230.00	
New Tankless Water Heater (for like for like water heater permit fees, see Section 3-C Plumbing Permit fees)	\$ 309.00	Yes	Charged By: Building Division Collected By: Building Division	Date: 4/18/2023 R. No.: 23-9221 R. Date: 4/18/2023	Objective: Recover Cost Prop 26 Exception: 1,2 Full Cost: \$ 309.00	Additional fees apply (e.g., permit issuance fee and technology fee)	\$ 309.00	

CITY OF SANTA CLARA MUNICIPAL FEE SCHEDULE

SUBMITTED BY DEPARTMENT / DIVISION:
COMMUNITY DEVELOPMENT / BUILDING

RESOLUTION NUMBER:

APPROVED:

DESCRIPTION OF FEE, RATE OR CHARGE	CURRENT FEE and PERIOD	TECHNOLOGY FEE (3.37%) APPLIES (Yes or No)	CHARGING DEPT / DIV	DATE FEE LAST CHANGED	FEE DETAIL OBJECTIVE	COMMENTS	PROPOSED NEW OR REVISED FEE 2024-25	Percent Change
			----- COLLECTING DEPT / DIV	ORDINANCE NUMBER & DATE (if applicable)	PROP 26 EXCEPTION (SEE READER'S GUIDE) FULL COST FACTOR			
Water Heater - Relocate Existing Water Heater (for like for like water heater permit fees, see Section 3-C Plumbing Permit fees)	\$ 309.00	Yes	Charged By: Building Division Collected By: Building Division	Date: 4/18/2023 R. No.: 23-9221 R. Date: 4/18/2023	Objective: Recover Cost Prop 26 Exception: 1,2 Full Cost: \$ 309.00	Additional fees apply (e.g., permit issuance fee and technology fee)	\$ 309.00	
PERMIT ISSUANCE FEE								
Permit Issuance	\$ 95.00	Yes	Charged By: Building Division Collected By: Building Division	Date: 4/18/2023 R. No.: 23-9221 R. Date: 4/18/2023	Objective: Prop 26 Exception: 1,2 Full Cost: \$ 95.83		\$ 95.00	
Technology Fee	3.37% of Building Permit Fee, Electrical Permit Fee, Plumbing Permit Fee, Mechanical Permit Fee, and Plan Check & Sign Fee	No	Charged By: Building Division Collected By: Building Division	Date: 7/16/2019 R. No.: R. Date:	Objective: Recover Cost Prop 26 Exception: 1,2 Full Cost: 3.37%		3.37% of Building Permit Fee, Electrical Permit Fee, Plumbing Permit Fee, Mechanical Permit Fee, and Plan Check, and Other Applicable Fees As Stated in the "Technology Fee" Column & Sign-Fee	
General Plan / Advanced Planning Surcharge	12.39% of Building Permit and Plan Check Fees	No	Charged By: Planning Division Collected By: Building Division	Date: 7/16/2019 R. No.: R. Date:	Objective: Recover Cost Prop 26 Exception: 1,2 Full Cost: 12.39%		12.39% of Building Permit and Plan Check Fees	
Building Conformance Fee	Valuation x \$0.00032	No	Charged By: Building Division Collected By: Building Division	Date: 6/22/2021 R. No.: 21-8981 R. Date: 6/22/2021	Objective: Recover Cost Prop 26 Exception: 1,2 Full Cost: Valuation x \$0.00032		Valuation x \$0.00032	

CITY OF SANTA CLARA MUNICIPAL FEE SCHEDULE

SUBMITTED BY DEPARTMENT / DIVISION:
COMMUNITY DEVELOPMENT / BUILDING

RESOLUTION NUMBER:

APPROVED:

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				ORDINANCE NUMBER & DATE (if applicable)	PROP 26 EXCEPTION (SEE READER'S GUIDE) FULL COST FACTOR			
3-B ELECTRICAL PERMIT FEES								
Minimum Permit Fee	\$ 230.00	Yes	Charged By: Building Division Collected By: Building Division	Date: 4/18/2023 R. No.: 23-9221 R. Date: 4/18/2023	Objective:- Prop 26 Exception: 3 Full Cost: \$ 230.00	Moving this fee to Section 3-1	\$ 230.00	
SYSTEM FEE SCHEDULE								
<u>New Buildings or Alterations</u> Commercial Buildings per sq. ft.	\$ 0.32	Yes	Charged By: Building Division	Date: 4/18/2023 R. No.: 23-9221	Objective: Prop 26 Exception: 1,2,3 Full Cost: \$ 0.32		\$ 0.32	
Residential Buildings per sq. ft.	\$ 0.23	Yes	Collected By: Building Division	R. Date: 4/18/2023	Full Cost: \$ 0.23		\$ 0.23	
New garages, carports and accessory buildings per sq. ft.	\$ 0.09	Yes			Full Cost: \$ 0.09		\$ 0.09	
<u>Private Swimming Pools</u> For new private, in-ground swimming pools for single-family and multi-family occupancies	\$ 345.00	Yes	Charged By: Building Division Collected By: Building Division	Date: 4/18/2023 R. No.: 23-9221 R. Date: 4/18/2023	Objective: Prop 26 Exception: 1,2,3 Full Cost: \$345.00		\$ 345.00	
<u>Outdoor Events</u> For electric generators and electrically driven rides	\$ 345.00	Yes	Charged By: Building Division	Date: 4/18/2023 R. No.: 23-9221	Objective: Prop 26 Exception: 1,2,3 Full Cost: \$345.00		\$ 345.00	
For mechanically driven rides and walk-through attractions or displays having electric lighting	\$ 345.00	Yes	Collected By: Building Division	R. Date: 4/18/2023	Full Cost: \$345.00		\$ 345.00	
For a system of area and booth lighting	\$ 345.00	Yes			Full Cost: \$345.00		\$ 345.00	
<u>Temporary Power Service</u> For a temporary service power pole or pedestal-mounted receptacle outlets and appurtenances	\$ 345.00	Yes	Charged By: Building Division Collected By: Building Division	Date: 4/18/2023 R. No.: 23-9221 R. Date: 4/18/2023	Objective: Prop 26 Exception: 1,2,3 Full Cost: \$345.00		\$ 345.00	
For a temporary distribution system and temp lighting and receptacle outlets for construction sites, decorative lights, Christmas tree sales lots, fireworks stands, etc.	\$ 345.00	Yes			Full Cost: \$345.00		\$ 345.00	

CITY OF SANTA CLARA MUNICIPAL FEE SCHEDULE

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				ORDINANCE NUMBER & DATE (if applicable)				
UNIT FEE SCHEDULE								
<u>Receptacle, Switch and Lighting Outlets</u>			Charged By: Building Division	Date: 4/18/2023	Objective: Prop 26 Exception: 1,3			
First 20, each	\$ 3.84	Yes	Collected By: Building Division	R. No.: 23-9221 R. Date: 4/18/2023	Full Cost: \$ 3.83		\$ 3.83	-0.1%
Additional fixtures, each	\$ 2.88	Yes			Full Cost: \$ 2.88		\$ 2.88	
<u>Lighting Fixtures</u>			Charged By: Building Division	Date: 4/18/2023	Objective: Prop 26 Exception: 1,3			
First 20 fixtures, each	\$ 3.84	Yes	Collected By: Building Division	R. No.: 23-9221 R. Date: 4/18/2023	Full Cost: \$ 3.83		\$ 3.83	-0.1%
Additional fixtures, each	\$ 2.88	Yes			Full Cost: \$ 2.88		\$ 2.88	
For pole or platform-mounted lighting fixtures, each	\$ 7.00	Yes			Full Cost: \$ 7.67		\$ 7.00	
For theatrical-type lighting fixtures or assemblies, each	\$ 7.00	Yes			Full Cost: \$ 7.67		\$ 7.00	
<u>Residential Appliances</u>			Charged By: Building Division	Date: 4/18/2023	Objective: Prop 26 Exception: 1,3			
For fixed residential appliances or receptacle outlets, each	\$ 23.00	Yes	Collected By: Building Division	R. No.: R. Date:	Full Cost: \$ 23.00		\$ 23.00	
<u>Power Apparatus</u>			Charged By: Building Division	Date: 4/18/2023	Objective: Prop 26 Exception: 1,2,3			
Up to and including 1, each	\$ 38.00	Yes	Collected By: Building Division	R. No.: 23-9221 R. Date: 4/18/2023	Full Cost: \$ 38.33		\$ 38.00	
Over 1 and not over 10, each	\$ 57.00	Yes			Full Cost: \$ 57.50		\$ 57.00	
Over 10 and not over 50, each	\$ 95.00	Yes			Full Cost: \$ 95.83		\$ 95.00	
Over 50 and not over 100, each	\$ 115.00	Yes			Full Cost: \$ 115.00		\$ 115.00	
Over 100, each	\$ 153.00	Yes			Full Cost: \$ 153.33		\$ 153.00	
<u>Busways</u>			Charged By: Building Division	Date: 4/18/2023	Objective: Prop 26 Exception: 1,2,3			
For trolley and plug-in-type busways, each 100 feet	\$ 95.00	Yes	Collected By: Building Division	R. No.: 23-9221 R. Date: 4/18/2023	Full Cost: \$ 95.83		\$ 95.00	

CITY OF SANTA CLARA MUNICIPAL FEE SCHEDULE

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			----- COLLECTING DEPT / DIV	ORDINANCE NUMBER & DATE (if applicable)	PROP 26 EXCEPTION (SEE READER'S GUIDE) FULL COST FACTOR			
<u>Signs, Outline Lighting and Marquees</u> For signs, outline lighting systems or marquees supplies from one branch circuit For additional branch circuits with the same sign, outline lighting system or marquee	\$ 95.00	Yes	Charged By: Building Division Collected By: Building Division	Date: 4/18/2023 R. No.: 23-9221 R. Date: 4/18/2023	Objective: Prop 26 Exception: 1,2,3 Full Cost: \$ 95.89		\$ 95.00	
	\$ 76.00	Yes		Full Cost: \$ 76.67	Full Cost: \$ 76.67		\$ 76.00	
<u>Services</u> For services of 600 volts or less and not over 200 amperes in rating, each For services of 600 volts or less and over 200 amperes to 1,000 amperes in rating, each For services over 600 volts or over 1,000 amperes in rating, each	\$ 153.00	Yes	Charged By: Building Division Collected By: Building Division	Date: 4/18/2023 R. No.: 23-9221 R. Date: 4/18/2023	Objective: Prop 26 Exception: 1,2,3 Full Cost: \$ 153.33		\$ 153.00	
	\$ 268.00	Yes		Full Cost: \$ 268.33	Full Cost: \$ 268.33		\$ 268.00	
	\$ 402.00	Yes		Full Cost: \$ 402.50	Full Cost: \$ 402.50		\$ 402.00	
<u>Miscellaneous Apparatus, Conduits, and Conductors</u> For electrical apparatus, conduits, and conductors for which a permit is required but for which no fee is herein set forth	\$ 95.00	Yes	Charged By: Building Division Collected By: Building Division	Date: 4/18/2023 R. No.: 23-9221 R. Date: 4/18/2023	Objective: Prop 26 Exception: 1,2,3 Full Cost: \$ 95.83		\$ 95.00	
3-C MECHANICAL PERMIT								
NEW BUILDINGS								
New Commercial buildings, per sq. ft.	\$ 0.27	Yes	Charged By: Building Division	Date: 4/18/2023 R. No.: 23-9221	Objective: Prop 26 Exception: 1,2,3 Full Cost: \$ 0.28		\$ 0.27	
New Residential buildings, per sq. ft.	\$ 0.09	Yes	Collected By: Building Division	R. Date: 4/18/2023	Full Cost: \$ 0.09		\$ 0.09	

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			COLLECTING DEPT / DIV	ORDINANCE NUMBER & DATE (if applicable)	PROP 26 EXCEPTION (SEE READER'S GUIDE) FULL COST FACTOR			
UNIT FEE SCHEDULE								
<u>Furnaces</u> For installation or relocation of forced-air or gravity-type furnace, up to and including 100,000 Btu/h	\$ 287.00	Yes	Charged By: Building Division	Date: 4/18/2023 R. No.: 23-9221 R. Date: 4/18/2023	Objective: Prop 26 Exception: 1,2,3 Full Cost: \$ 287.50		\$ 287.00	
For installation or relocation or forced-air or gravity-type furnace, over 100,000 Btu/h	\$ 287.00	Yes			Full Cost: \$ 287.50		\$ 287.00	
For installation or relocation of each floor furnace	\$ 287.00	Yes			Full Cost: \$ 287.50		\$ 287.00	
For installation or relocation of each suspended heater, recessed wall heater or floor-mounted unit	\$ 287.00	Yes			Full Cost: \$ 287.50		\$ 287.00	
<u>Appliance Vents</u> For the installation, relocation or replacement of each appliance vent not included in an appliance permit	\$ 460.00	Yes	Charged By: Building Division	Date: 4/18/2023 R. No.: 23-9221 R. Date: 4/18/2023	Objective: Prop 26 Exception: 1,2,3 Full Cost: \$ 460.00		\$ 460.00	
<u>Repairs or Additions</u> For the repair or, alteration of, or additional to each	\$ 460.00	Yes	Charged By: Building Division	Date: 4/18/2023 R. No.: 23-9221 R. Date: 4/18/2023	Objective: Prop 26 Exception: 1,2,3 Full Cost: \$ 460.00		\$ 460.00	

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				ORDINANCE NUMBER & DATE (if applicable)				
<u>Boilers, Compressors and Absorption Systems</u> Up to and including 3 horsepower or up to and including 100,000 Btu/h Over 3 horsepower to and including 15 horsepower or Over 100,000 Btu/h to and including 500,000 Btu/h Over 15 to and including 30 horsepower or Over 500,000 to and including 1,000,000 Btu/h Over 30 to and including 50 horsepower or Over 1,000,000 to and including 1,750,000 Btu/h Over 50 horsepower or Over 1,750,000 Btu/h	\$ 402.00	Yes	Charged By: Building Division Collected By: Building Division	Date: 4/18/2023 R. No.: 23-9221 R. Date: 4/18/2023	Objective: Prop 26 Exception: 1,2,3 Full Cost: \$ 402.50		\$ 402.00	
	\$ 460.00	Yes		Full Cost: \$ 460.00	\$ 460.00			
	\$ 498.00	Yes		Full Cost: \$ 498.33	\$ 498.00			
	\$ 556.00	Yes		Full Cost: \$ 555.83	\$ 555.00	-0.2%		
	\$ 613.00	Yes		Full Cost: \$ 613.33	\$ 613.00			
<u>Air Handlers</u> Each unit up to and including 10,000 cubic feet per minute Each unit Over 10,000 cfm	\$ 306.00	Yes	Charged By: Building Division Collected By: Building Division	Date: 4/18/2023 R. No.: 23-9221 R. Date: 4/18/2023	Objective: Prop 26 Exception: 1,2,3 Full Cost: \$ 306.67		\$ 306.00	
	\$ 460.00	Yes		Full Cost: \$ 460.00	\$ 460.00			
<u>Evaporative Coolers</u> For each evaporative cooler other than portable type	\$ 460.00	Yes	Charged By: Building Division Collected By: Building Division	Date: 4/18/2023 R. No.: 23-9221 R. Date: 4/18/2023	Objective: Prop 26 Exception: 1,2,3 Full Cost: \$ 460.00		\$ 460.00	
<u>Ventilation and Exhaust</u> For each ventilation fan connected to a single duct For each ventilation system which is not a portion of any heating or air-conditioning system authorized by a permit For the installation of each hood which is served by mechanical exhaust	\$ 95.00	Yes	Charged By: Building Division Collected By: Building Division	Date: 4/18/2023 R. No.: 23-9221 R. Date: 4/18/2023	Objective: Prop 26 Exception: 1,2,3 Full Cost: \$ 95.83		\$ 95.00	
	\$ 172.00	Yes		Full Cost: \$ 172.50	\$ 172.00			
	\$ 460.00	Yes		Full Cost: \$ 460.00	\$ 460.00			

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				ORDINANCE NUMBER & DATE (if applicable)				
<u>Incinerators</u> For the installation or relocation of each domestic-type incinerator	\$ 230.00	Yes	Charged By: Building Division	Date: 4/18/2023 R. No.: 23-9221 R. Date: 4/18/2023	Objective: Prop 26 Exception: 1,2,3 Full Cost: \$ 230.00		\$ 230.00	
For the installation or relocation of each commercial or industrial-type incinerator	\$ 460.00	Yes	Collected By: Building Division		Full Cost: \$ 460.00		\$ 460.00	
<u>Miscellaneous</u> For each appliance or piece of equipment regulated by the Mechanical Code but not classified in other appliance categories	\$ 460.00	Yes	Charged By: Building Division Collected By: Building Division	Date: 4/18/2023 R. No.: 23-9221 R. Date: 4/18/2023	Objective: Prop 26 Exception: 1,2,3 Full Cost: \$ 460.00		\$ 460.00	
3-C PLUMBING PERMIT FEES								
NEW BUILDINGS								
New Commercial buildings, per sq. ft.	\$ 0.21	Yes	Charged By: Building Division	Date: 4/18/2023 R. No.: 23-9221 R. Date: 4/18/2023	Objective: Prop 26 Exception: 1,2,3 Full Cost: \$ 0.21		\$ 0.21	
New Residential buildings, per sq. ft.	\$ 0.09	Yes	Collected By: Building Division		Full Cost: \$ 0.09		\$ 0.09	
UNIT FEE SCHEDULE								
<u>Fixtures and Vents</u> For each plumbing fixture or trap or set of fixtures on one trap	\$ 230.00	Yes	Charged By: Building Division	Date: 4/18/2023 R. No.: 23-9221 R. Date: 4/18/2023	Objective: Prop 26 Exception: 1,2,3 Full Cost: \$ 230.00		\$ 230.00	
For repair or alteration of drainage or vent piping, each fixture	\$ 230.00	Yes	Collected By: Building Division		Full Cost: \$ 230.00		\$ 230.00	

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				ORDINANCE NUMBER & DATE (if applicable)				
<u>Sewers, Disposal Systems and Interceptors</u>								
For each building sewer and each trailer park sewer	\$ 230.00	Yes	Charged By: Building Division	Date: 4/18/2023 R. No.: 23-9221	Objective: Prop 26 Exception: 1,2,3 Full Cost: \$ 230.00		\$ 230.00	
For each cesspool	\$ 95.00	Yes	Collected By: Building Division	R. Date: 4/18/2023	Full Cost: \$ 95.83		\$ 95.00	
For each private sewage disposal system	\$ 95.00	Yes			Full Cost: \$ 95.83		\$ 95.00	
For each industrial waste pretreatment interceptor	\$ 230.00	Yes			Full Cost: \$ 230.00		\$ 230.00	
Rainwater systems - per drain	\$ 57.00	Yes			Full Cost: \$ 57.50		\$ 57.00	
<u>Water Piping and Water Heaters</u>								
For installation, alteration, or repair of water piping and/or water-treating equipment	\$ 230.00	Yes	Charged By: Building Division	Date: 4/18/2023 R. No.: 23-9221	Objective: Prop 26 Exception: 1,2,3 Full Cost: \$ 230.00		\$ 230.00	
For each water heater including vent	\$ 230.00	Yes	Collected By: Building Division	R. Date: 4/18/2023	Full Cost: \$ 230.00		\$ 230.00	
Water Softener	\$ 230.00	Yes	Charged By: Building Division	Date: 4/18/2023 R. No.: 23-9221	Objective: Recover Cost Prop 26 Exception: 1,2 Full Cost: \$ 230.00	Additional fees apply (e.g., permit issuance fee and technology fee)	\$ 230.00	
Water Heater - Same Location (like for like)	\$ 230.00	Yes	Charged By: Building Division	Date: 4/18/2023 R. No.: 23-9221	Objective: Recover Cost Prop 26 Exception: 1,2 Full Cost: \$ 230.00	Additional fees apply (e.g., permit issuance fee and technology fee)	\$ 230.00	

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				ORDINANCE NUMBER & DATE (if applicable)				
<u>Gas Piping Systems</u> For each gas piping system of one to five outlets	\$ 153.00	Yes	Charged By: Building Division	Date: 4/18/2023 R. No.: 23-9221 R. Date: 4/18/2023	Prop 26 Exception: 1,2,3 Full Cost: \$ 153.30		\$ 153.00	
For each additional outlet over five	\$ 5.70	Yes	Collected By: Building Division		Full Cost: \$ 5.75		\$ 5.70	
<u>Lawn Sprinklers, Vacuum Breakers and Backflow Protection Devices</u> For each lawn sprinkler system on any one meter	\$ 230.00	Yes	Charged By: Building Division	Date: 4/18/2023 R. No.: 23-9221 R. Date: 4/18/2023	Objective: Prop 26 Exception: 1,2,3 Full Cost: \$ 230.00		\$ 230.00	
For atmospheric-type vacuum breakers or backflow protection 1 to 5 devices	\$ 95.00	Yes	Collected By: Building Division		Full Cost: \$ 95.83		\$ 95.00	
Over 5 devices, each	\$ 18.00	Yes			Full Cost: \$ 19.17		\$ 18.00	
For each backflow protective device other than atmospheric-type vacuum breakers 2 in and smaller	\$ 230.00	Yes			Full Cost: \$ 230.00		\$ 230.00	
Over 2 in	\$ 230.00	Yes			Full Cost: \$ 230.00		\$ 230.00	
<u>Swimming Pools</u> Public pool	\$ 690.00	Yes	Charged By: Building Division	Date: 4/18/2023 R. No.: 23-9221 R. Date: 4/18/2023	Objective: Prop 26 Exception: 1,2,3 Full Cost: \$ 690.00		\$ 690.00	
Public spa	\$ 575.00	Yes	Collected By: Building Division		Full Cost: \$ 575.00		\$ 575.00	
Private pool	\$ 575.00	Yes			Full Cost: \$ 575.00		\$ 575.00	
Private spa	\$ 460.00	Yes			Full Cost: \$ 460.00		\$ 460.00	
<u>Miscellaneous</u> For each appliance or piece of equipment regulated by the Plumbing Code but not classified in other appliance categories	\$ 230.00	Yes	Charged By: Building Division Collected By: Building Division	Date: 4/18/2023 R. No.: 23-9221 R. Date: 4/18/2023	Objective: Prop 26 Exception: 1,2,3 Full Cost: \$ 230.00		\$ 230.00	

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				ORDINANCE NUMBER & DATE (if applicable)	PROP 26 EXCEPTION (SEE READER'S GUIDE) FULL COST FACTOR			
3-G GRADING PLAN REVIEW FEES								
50 cubic yards or less	\$ No Fee	Yes	Charged By: Building Division	Date: 4/18/2023	Objective: Prop 26 Exception: 1,2,3 Full Cost: \$ -		\$ No Fee	
51 to 100 cubic yards	\$ 345.21	Yes		Collected By: Building Division	R. No.: 23-9221		Full Cost: \$ 345.00	\$ 345.00
101 to 1,000 cubic yards	\$ 920.56	Yes	R. Date: 4/18/2023		Full Cost: \$ 920.00		\$ 920.00	-0.1%
1,001 to 10,000 cubic yards	\$ 1,380.85	Yes	Full Cost: \$ 1,380.00		\$ 1,380.00		-0.1%	
10,001 to 100,000 cubic yards - base	\$ 2,301.42	Yes	Full Cost: \$ 2,300.00		\$ 2,300.00		-0.1%	
Each additional 10,000 cubic yards	\$ 102.28	Yes	Full Cost: \$ 102.22		\$ 102.22		-0.1%	
100,001 to 200,000 cubic yards - base	\$ 3,221.98	Yes	Full Cost: \$ 3,220.00		\$ 3,220.00		-0.1%	
Each additional 10,000 cubic yards	\$ 230.14	Yes	Full Cost: \$ 230.00		\$ 230.00		-0.1%	
200,001 cubic yards or more - base	\$ 5,523.40	Yes	Full Cost: \$ 5,520.00		\$ 5,520.00		-0.1%	
Each additional 10,000 cubic yards	\$ 115.07	Yes	Full Cost: \$ 115.00	\$ 115.00	-0.1%			
3-H GRADING PERMIT FEES								
100 cubic yards or less	\$ 460.28	Yes	Charged By: Building Division	Date: 4/18/2023	Objective: Prop 26 Exception: 1,2,3 Full Cost: \$ 460.00		\$ 460.00	-0.1%
101 to 1,000 cubic yards - base	\$ 460.28	Yes		Collected By: Building Division	R. No.: 23-9221		Full Cost: \$ 460.00	\$ 460.00
Each additional 100 cubic yards	\$ 76.36	Yes	R. Date: 4/18/2023		Full Cost: \$ 76.67		\$ 76.67	0.4%
1,001 to 10,000 cubic yards - base	\$ 1,150.71	Yes	Full Cost: \$ 1,150.00		\$ 1,150.00		-0.1%	
Each additional 1,000 cubic yards	\$ 51.25	Yes	Full Cost: \$ 51.11		\$ 51.11		-0.3%	
10,001 to 100,000 cubic yards - base	\$ 1,610.99	Yes	Full Cost: \$ 1,610.00		\$ 1,610.00		-0.1%	
Each additional 10,000 cubic yards	\$ 204.57	Yes	Full Cost: \$ 204.44		\$ 204.44		-0.1%	
100,001 cubic yards or more - base	\$ 3,452.13	Yes	Full Cost: \$ 3,450.00		\$ 3,450.00		-0.1%	
Each additional 10,000 cubic yards	\$ 102.28	Yes	Full Cost: \$ 102.22		\$ 102.22		-0.1%	
3-I OTHER INSPECTIONS AND FEES								
Minimum Permit Fee per Trade	\$ 230.00	Yes	Charged By: Building Division	Date: 4/18/2023	Objective: Prop 26 Exception: 3 Full Cost: \$ 230.00	Moving this fee from Section 3-B since fee applies to all trades	\$ 230.00	
			Collected By: Building Division	R. No.: 23-9221 R. Date: 4/18/2023				

CITY OF SANTA CLARA MUNICIPAL FEE SCHEDULE

SUBMITTED BY DEPARTMENT / DIVISION:
COMMUNITY DEVELOPMENT / BUILDING

RESOLUTION NUMBER:

APPROVED:

DESCRIPTION OF FEE, RATE OR CHARGE	CURRENT FEE and PERIOD	TECHNOLOGY FEE (3.37%) APPLIES (Yes or No)	CHARGING DEPT / DIV ----- COLLECTING DEPT / DIV	DATE FEE LAST CHANGED	FEE DETAIL OBJECTIVE PROP 26 EXCEPTION (SEE READER'S GUIDE) FULL COST FACTOR	COMMENTS	PROPOSED NEW OR REVISED FEE 2024-25	Percent Change
				ORDINANCE NUMBER & DATE (if applicable)				
Inspections outside of normal business hours (per hour) (Min of 2 hours)	\$ 298.00	Yes	Charged By: Building Division Collected By: Building Division	Date: 4/18/2023 R. No.: 23-9221 R. Date: 4/18/2023	Objective: Prop 26 Exception: 3 Full Cost: \$ 299.00		\$ 298.00	
Re-inspection fees assessed under provisions of Section 305.8 (per hour)	\$ 230.00	Yes	Charged By: Building Division Collected By: Building Division	Date: 4/18/2023 R. No.: 23-9221 R. Date: 4/18/2023	Objective: Prop 26 Exception: 3 Full Cost: \$ 230.00		\$ 230.00	
Inspections for which no fee is specifically indicated (per hour)	\$ 230.00	Yes	Charged By: Building Division Collected By: Building Division	Date: 4/18/2023 R. No.: 23-9221 R. Date: 4/18/2023	Objective: Prop 26 Exception: 3 Full Cost: \$ 230.00		\$ 230.00	
Additional plan review required by changes, additions or revisions to approved plans (per hour)	\$ 230.00	Yes	Charged By: Building Division Collected By: Building Division	Date: 4/18/2023 R. No.: 23-9221 R. Date: 4/18/2023	Objective: Prop 26 Exception: 1,3 Full Cost: \$ 230.00		\$ 230.00	
For use of outside consultants for plan checking and inspections	\$ No Fee	Yes	Charged By: Building Division Collected By: Building Division	Date: 4/28/2020 R. No.: R. Date:	Objective: Prop 26 Exception: Full Cost: \$ -		\$ No Fee	
Plan Review outside of normal business hours (per hour) (Min of 2 hours)	\$ 298.00	Yes	Charged By: Building Division Collected By: Building Division	Date: 4/18/2023 R. No.: 23-9221 R. Date: 4/18/2023	Objective: Prop 26 Exception: 3 Full Cost: \$ 299.00		\$ 298.00	

CITY OF SANTA CLARA MUNICIPAL FEE SCHEDULE

SUBMITTED BY DEPARTMENT / DIVISION:
COMMUNITY DEVELOPMENT / BUILDING

RESOLUTION NUMBER:

APPROVED:

DESCRIPTION OF FEE, RATE OR CHARGE	CURRENT FEE and PERIOD	TECHNOLOGY FEE (3.37%) APPLIES (Yes or No)	CHARGING DEPT / DIV ----- COLLECTING DEPT / DIV	DATE FEE LAST CHANGED	FEE DETAIL OBJECTIVE PROP 26 EXCEPTION (SEE READER'S GUIDE) FULL COST FACTOR	COMMENTS	PROPOSED NEW OR REVISED FEE 2024-25	Percent Change
				ORDINANCE NUMBER & DATE (if applicable)				
Phased Plan Check (for each phase)	\$ 25% of original plan review fee	Yes	Charged By: Building Division Collected By: Building Division	Date: 4/19/2022 R. No.: 22-9081 R. Date: 4/19/2022	Objective: Prop 26 Exception: 3 Full Cost: 25% of PC		\$ 25% of original plan review fee	
Master Plan Fee	\$ 25% of original plan review fee	Yes	Charged By: Building Division Collected By: Building Division	Date: 4/19/2022 R. No.: 22-9081 R. Date: 4/19/2022	Objective: Prop 26 Exception: 3 Full Cost: 25% of PC		\$ 25% of original plan review fee	
Alternate Materials & Methods Review (per hour) <i>(Minimum 3 hours)</i>	\$ 230.00	Yes	Charged By: Building Division Collected By: Building Division	Date: 4/18/2023 R. No.: 23-9221 R. Date: 4/18/2023	Objective: Prop 26 Exception: 3 Full Cost: \$ 230.00		\$ 230.00	
Temporary Certificate of Occupancy	\$ 1,150.00	Yes	Charged By: Building Division Collected By: Building Division	Date: 4/18/2023 R. No.: 23-9221 R. Date: 4/18/2023	Objective: Prop 26 Exception: 3 Full Cost: \$ 1,150.00		\$ 1,150.00	
Permit to Final (per trade) (minimum 1-hour per trade)	\$ 230.00	Yes	Charged By: Building Division Collected By: Building Division	Date: 4/18/2023 R. No.: 23-9221 R. Date: 4/18/2023	Objective: Prop 26 Exception: 3 Full Cost: \$ 230.00		\$ 230.00	

CITY OF SANTA CLARA MUNICIPAL FEE SCHEDULE

SUBMITTED BY DEPARTMENT / DIVISION:
COMMUNITY DEVELOPMENT / BUILDING

RESOLUTION NUMBER:

APPROVED:

DESCRIPTION OF FEE, RATE OR CHARGE	CURRENT FEE and PERIOD	TECHNOLOGY FEE (3.37%) APPLIES (Yes or No)	CHARGING DEPT / DIV ----- COLLECTING DEPT / DIV	DATE FEE LAST CHANGED	FEE DETAIL OBJECTIVE PROP 26 EXCEPTION (SEE READER'S GUIDE) FULL COST FACTOR	COMMENTS	PROPOSED NEW OR REVISED FEE 2024-25	Percent Change
				ORDINANCE NUMBER & DATE (if applicable)				
Replacement of Job Card	\$ 57.00	Yes	Charged By: Building Division Collected By: Building Division	Date: 4/18/2023 R. No.: 23-9224 R. Date: 4/18/2023	Objective:- Prop 26 Exception: 1,2 Full Cost: \$ 57.50	Fee No Longer Required		-100.0%
Application Extension	\$ 95.00	Yes	Charged By: Building Division Collected By: Building Division	Date: 4/18/2023 R. No.: 23-9221 R. Date: 4/18/2023	Objective: Prop 26 Exception: 1,2,3 Full Cost: \$ 95.83		\$ 95.00	
Permit Extension	\$ 95.00	Yes	Charged By: Building Division Collected By: Building Division	Date: 4/18/2023 R. No.: 23-9221 R. Date: 4/18/2023	Objective: Prop 26 Exception: 1,3 Full Cost: \$ 95.83		\$ 95.00	
Replacement Permit	\$ 96.00	Yes	Charged By: Building Division Building Division	Date: 4/18/2023 R. No.: 23-9221	Objective: Prop 26 Exception: 1,2 Full Cost: \$ 95.83		\$ 95.00	-1.0%
Addressing (per hour - two hour minimum)	\$ 230.00	Yes	Charged By: Building Division Collected By: Building Division	Date: 4/18/2023 R. No.: 23-9221 R. Date: 4/18/2023	Objective: Prop 26 Exception: 1,2 Full Cost: \$ 230.00		\$ 230.00	

CITY OF SANTA CLARA MUNICIPAL FEE SCHEDULE

SUBMITTED BY DEPARTMENT / DIVISION:
COMMUNITY DEVELOPMENT / BUILDING

RESOLUTION NUMBER:

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DESCRIPTION OF FEE, RATE OR CHARGE	CURRENT FEE and PERIOD	TECHNOLOGY FEE (3.37%) APPLIES (Yes or No)	CHARGING DEPT / DIV	DATE FEE LAST CHANGED	FEE DETAIL OBJECTIVE	COMMENTS	PROPOSED NEW OR REVISED FEE 2024-25	Percent Change
			COLLECTING DEPT / DIV	ORDINANCE NUMBER & DATE (if applicable)	PROP 26 EXCEPTION (SEE READER'S GUIDE) FULL COST FACTOR			
Plan Duplication of lost plan set (up to 20 pages)	\$ 95.00	Yes	Charged By: Building Division Collected By: Building Division	Date: 4/18/2023 R. No.: 23-9221 R. Date: 4/18/2023	Objective: Prop 26 Exception: 1,2 Full Cost: \$ 95.83		\$ 95.00	
Review and stamp transfer of lost plan set	\$ 95.00	Yes	Charged By: Building Division Collected By: Building Division	Date: 4/18/2023 R. No.: 23-9221 R. Date: 4/18/2023	Objective: Prop 26 Exception: 1,2 Full Cost: \$ 95.83		\$ 95.00	
<u>Photovoltaic - Residential</u> 15KW or less Per KW above 15	\$ 450.00 \$ 15.00	Yes Yes	Charged By: Building Division Collected By: Building Division	Date: 6/22/2021 R. No.: 21-8981 R. Date: 6/22/2021	Objective: Prop 26 Exception: 1,2,3 Full Cost: Set by State	See Gov't Code 66015	\$ 450.00 \$ 15.00	
<u>Photovoltaic - Commercial</u> 50KW or less Between 50KW and 250 KW (base) Between 50KW and 250 KW (per KW) Greater than 250 KW (base) Greater than 250 KW (per KW)	\$ 1,000.00 \$ 1,000.00 \$ 7.00 \$ 2,400.00 \$ 5.00	Yes Yes Yes Yes Yes	Charged By: Building Division Collected By: Building Division	Date: 6/22/2021 R. No.: 21-8981 R. Date: 6/22/2021	Objective: Prop 26 Exception: 1,2,3 Full Cost: Set by State	See Gov't Code 66015	\$ 1,000.00 \$ 1,000.00 \$ 7.00 \$ 2,400.00 \$ 5.00	
<u>Photovoltaic - Solar Thermal</u> 10kwh or less Greater than 10kwh (base) Per kwh above 10kwh	\$ 450.00 \$ 450.00 \$ 15.00	Yes Yes Yes	Charged By: Building Division Collected By: Building Division	Date: 6/22/2021 R. No.: 21-8981 R. Date: 6/22/2021	Objective: Prop 26 Exception: 1,2,3 Full Cost: Set by State	See Gov't Code 66015	\$ 450.00 \$ 450.00 \$ 15.00	

CITY OF SANTA CLARA MUNICIPAL FEE SCHEDULE

SUBMITTED BY DEPARTMENT / DIVISION:
COMMUNITY DEVELOPMENT / BUILDING

RESOLUTION NUMBER:

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DESCRIPTION OF FEE, RATE OR CHARGE	CURRENT FEE and PERIOD	TECHNOLOGY FEE (3.37%) APPLIES (Yes or No)	CHARGING DEPT / DIV ----- COLLECTING DEPT / DIV	DATE FEE LAST CHANGED	FEE DETAIL OBJECTIVE PROP 26 EXCEPTION (SEE READER'S GUIDE) FULL COST FACTOR	COMMENTS	PROPOSED NEW OR REVISED FEE 2024-25	Percent Change
				ORDINANCE NUMBER & DATE (if applicable)				
Bathroom Remodel (like for like)	\$ 230.00	Yes	Charged By: Building Division Collected By: Building Division	Date: 4/18/2023 R. No.: 23-9221 R. Date: 4/18/2023	Objective: Recover Cost Prop 26 Exception: 1,2 Full Cost: \$ 230.00	Additional fees apply (e.g., permit issuance fee and technology fee)	\$ 230.00	
Foundation Repair / Seismic Upgrade	\$ 345.00	Yes	Charged By: Building Division Collected By: Building Division	Date: 4/18/2023 R. No.: 23-9221 R. Date: 4/18/2023	Objective: Recover Cost Prop 26 Exception: 1,2 Full Cost: \$ 345.00	Additional fees apply (e.g., permit issuance fee and technology fee)	\$ 345.00	
Pool Demo	\$ 230.00	Yes	Charged By: Building Division Collected By: Building Division	Date: 4/18/2023 R. No.: 23-9221 R. Date: 4/18/2023	Objective: Recover Cost Prop 26 Exception: 1,2 Full Cost: \$ 230.00	Additional fees apply (e.g., permit issuance fee and technology fee)	\$ 230.00	
Residential Reroof	\$ 671.00	Yes	Charged By: Building Division Collected By: Building Division	Date: 4/18/2023 R. No.: 23-9221 R. Date: 4/18/2023	Objective: Recover Cost Prop 26 Exception: 1,2 Full Cost: \$ 672.00	Additional fees apply (e.g., permit issuance fee and technology fee)	\$ 671.00	

CITY OF SANTA CLARA MUNICIPAL FEE SCHEDULE

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				ORDINANCE NUMBER & DATE (if applicable)	PROP 26 EXCEPTION (SEE READER'S GUIDE) FULL COST FACTOR			
SINGLE-FAMILY / DUPLEX / ADDITIONAL DWELLING UNIT RESIDENTIAL SCALED PERMIT FEE								
PLAN CHECK								
<u>Project Size</u>			Charged By: Building Division	Date: 4/18/2023	Objective: Prop 26 Exception: 1,2,3			
1 to 250 sq. ft.	\$ 690.43	Yes	Collected By: Building Division	R. No.: 23-9221 R. Date: 4/18/2023	Full Cost: \$ 690.00		\$ 690.00	-0.1%
251 to 1,000 sq. ft.	\$ 690.43	Yes			Full Cost: \$ 690.00		\$ 690.00	-0.1%
First 250 sq. ft.	\$ 276.17	Yes			Full Cost: \$ 276.00		\$ 276.00	-0.1%
Each additional 100 sq. ft. or fraction thereof								
1,001 to 3,000 sq. ft.	\$ 2,761.70	Yes			Full Cost: \$ 2,760.00		\$ 2,760.00	-0.1%
First 1,000 sq. ft.	\$ 138.09	Yes			Full Cost: \$ 138.00		\$ 138.00	-0.1%
Each additional 100 sq. ft. or fraction thereof								
3,001 to +	\$ 5,523.41	Yes			Full Cost: \$ 5,520.00		\$ 5,520.00	-0.1%
First 3,000 sq. ft.	\$ 69.04	Yes			Full Cost: \$ 69.00		\$ 69.00	-0.1%
Each additional 100 sq. ft. or fraction thereof								
INSPECTION								
<u>Project Size</u>			Charged By: Building Division	Date: 4/18/2023	Objective: Prop 26 Exception: 1,2,3			
1 to 250 sq. ft.	\$ 766.37	Yes	Collected By: Building Division	R. No.: 23-9221 R. Date: 4/18/2023	Full Cost: \$ 765.90		\$ 765.90	-0.1%
251 to 1,000 sq. ft.	\$ 766.37	Yes			Full Cost: \$ 765.90		\$ 765.90	-0.1%
First 250 sq. ft.	\$ 235.36	Yes			Full Cost: \$ 235.21		\$ 235.21	-0.1%
Each additional 100 sq. ft. or fraction thereof								
1,001 to 3,000 sq. ft.	\$ 2,531.56	Yes			Full Cost: \$ 2,530.00		\$ 2,530.00	-0.1%
First 1,000 sq. ft.	\$ 199.42	Yes			Full Cost: \$ 199.30		\$ 199.30	-0.1%
Each additional 100 sq. ft. or fraction thereof								
3,001 to +	\$ 6,519.92	Yes			Full Cost: \$ 6,515.90		\$ 6,515.90	-0.1%
First 3,000 sq. ft.	\$ 99.71	Yes			Full Cost: \$ 99.65		\$ 99.65	-0.1%
Each additional 100 sq. ft. or fraction thereof								

CITY OF SANTA CLARA MUNICIPAL FEE SCHEDULE

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COMMUNITY DEVELOPMENT / BUILDING

RESOLUTION NUMBER:

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				ORDINANCE NUMBER & DATE (if applicable)				
COMMERCIAL / MULTI-FAMILY / INDUSTRIAL SCALED PERMIT FEE PLAN CHECK					Objective: Prop 26 Exception: 1,2,3,6			
<u>Project Valuation</u>			Charged By: Building Division	Date: 4/18/2023				
\$1 to \$1,000	\$ 115.07	Yes	Collected By: Building Division	R. No.: 23-9221 R. Date: 4/18/2023	Full Cost: \$ 115.00		\$ 115.00	-0.1%
\$1,001 to \$10,000								
First \$1,000	\$ 115.07	Yes			Full Cost: \$ 115.00		\$ 115.00	-0.1%
Each additional \$1,000 or fraction thereof	\$ 19.18	Yes			Full Cost: \$ 19.17		\$ 19.17	0.0%
\$10,001 to \$75,000								
First \$10,000	\$ 287.68	Yes			Full Cost: \$ 287.50		\$ 287.50	-0.1%
Each additional \$1,000 or fraction thereof	\$ 16.82	Yes			Full Cost: \$ 16.81		\$ 16.81	0.0%
\$75,001 to \$150,000								
First \$75,000	\$ 1,380.85	Yes			Full Cost: \$ 1,380.00		\$ 1,380.00	-0.1%
Each additional \$1,000 or fraction thereof	\$ 21.48	Yes			Full Cost: \$ 21.47		\$ 21.47	0.0%
\$150,001 to \$750,000								
First \$150,000	\$ 2,991.85	Yes			Full Cost: \$ 2,990.00		\$ 2,990.00	-0.1%
Each additional \$1,000 or fraction thereof	\$ 7.48	Yes			Full Cost: \$ 7.48		\$ 7.48	
\$750,001 to \$3,000,000								
First \$750,000	\$ 7,479.62	Yes			Full Cost: \$ 7,475.00		\$ 7,475.00	-0.1%
Each additional \$1,000 or fraction thereof	\$ 5.27	Yes			Full Cost: \$ 5.26		\$ 5.26	-0.1%
\$3,000,001 to \$10,000,000								
First \$3,000,000	\$ 19,331.93	Yes			Full Cost: \$ 19,320.00		\$ 19,320.00	-0.1%
Each additional \$1,000 or fraction thereof	\$ 3.09	Yes			Full Cost: \$ 3.09		\$ 3.09	
\$10,000,001 to +								
First \$10,000,000	\$ 40,965.28	Yes			Full Cost: \$ 40,940.00		\$ 40,940.00	-0.1%
Each additional \$1,000 or fraction thereof	\$ 1.55	Yes			Full Cost: \$ 1.54		\$ 1.54	-0.3%

CITY OF SANTA CLARA MUNICIPAL FEE SCHEDULE

SUBMITTED BY DEPARTMENT / DIVISION:
COMMUNITY DEVELOPMENT / BUILDING

RESOLUTION NUMBER:

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				ORDINANCE NUMBER & DATE (if applicable)	PROP 26 EXCEPTION (SEE READER'S GUIDE) FULL COST FACTOR			
INSPECTION PERMIT								
<u>Project Valuation</u>			Charged By: Building Division	Date: 4/18/2023	Objective: Prop 26 Exception: 1,2,3			
\$1 to \$1,000	\$ 115.07	Yes		R. No.: 23-9221	Full Cost: \$ 115.00		\$ 115.00	-0.1%
			Collected By: Building Division	R. Date: 4/18/2023				
\$1,001 to \$10,000	\$ 115.07	Yes			Full Cost: \$ 115.00		\$ 115.00	-0.1%
First \$1,000	\$ 38.27	Yes			Full Cost: \$ 38.24		\$ 38.24	-0.1%
Each additional \$1,000 or fraction thereof								
\$10,001 to \$75,000								
First \$10,000	\$ 459.48	Yes			Full Cost: \$ 459.19		\$ 459.19	-0.1%
Each additional \$1,000 or fraction thereof	\$ 21.26	Yes			Full Cost: \$ 21.24		\$ 21.24	-0.1%
\$75,001 to \$150,000								
First \$75,000	\$ 1,841.14	Yes			Full Cost: \$ 1,840.00		\$ 1,840.00	-0.1%
Each additional \$1,000 or fraction thereof	\$ 24.55	Yes			Full Cost: \$ 24.53		\$ 24.53	-0.1%
\$150,001 to \$750,000								
First \$150,000	\$ 3,682.27	Yes			Full Cost: \$ 3,680.00		\$ 3,680.00	-0.1%
Each additional \$1,000 or fraction thereof	\$ 9.21	Yes			Full Cost: \$ 9.20		\$ 9.20	-0.1%
\$750,001 to \$3,000,000								
First \$750,000	\$ 9,205.68	Yes			Full Cost: \$ 9,200.00		\$ 9,200.00	-0.1%
Each additional \$1,000 or fraction thereof	\$ 4.09	Yes			Full Cost: \$ 4.09		\$ 4.09	-0.1%
\$3,000,001 to \$10,000,000								
First \$3,000,000	\$ 18,411.36	Yes			Full Cost: \$ 18,400.00		\$ 18,400.00	-0.1%
Each additional \$1,000 or fraction thereof	\$ 3.81	Yes			Full Cost: \$ 3.81		\$ 3.81	-0.1%
\$10,000,001 to +								
First \$10,000,000	\$ 45,107.83	Yes			Full Cost: \$ 45,080.00		\$ 45,080.00	-0.1%
Each additional \$1,000 or fraction thereof	\$ 1.91	Yes			Full Cost: \$ 1.91		\$ 1.91	-0.1%
<u>Fee for Work Commencing Before Permit Issuance</u>	\$ Equal to Permit Fee	No	Charged By: Building Division	Date: 4/19/2022	Objective: Penalty		\$ Equal to Permit Fee	
				R. No.: 22-9081	Prop 26 Exception: 5			
			Collected By: Building Division	R. Date: 4/19/2022				
					Full Cost:			

CITY OF SANTA CLARA MUNICIPAL FEE SCHEDULE

**SUBMITTED BY DEPARTMENT / DIVISION:
COMMUNITY DEV / HOUSING & COMMUNITY SVCS**

RESOLUTION NUMBER:

APPROVED:

DESCRIPTION OF FEE , RATE OR CHARGE	CURRENT FEE and PERIOD	TECHNOLOGY FEE (3.37%) APPLIES (Yes or No)	CHARGING DEPT / DIV ----- COLLECTING DEPT / DIV	DATE FEE LAST CHANGED	FEE DETAIL OBJECTIVE PROP 26 EXCEPTION (SEE READER'S GUIDE) FULL COST FACTOR	COMMENTS	PROPOSED NEW OR REVISED FEE 2024-25	Percent Change
				ORDINANCE NUMBER & DATE (if applicable)				
Neighborhood Conservation Improvement Program (NCIP) Loan Application Fee	\$ 978.00	No	Charged By: HCSD Collected By: HCSD	Date: 4/18/2023 R. No.: 23-9221 R. Date: 4/18/2023	Objective: User Fee Prop 26 Exception: 2 Full Cost: \$ 980.00	Non-Interest bearing fee, due at loan payoff for all new loans as of 7/1/2018.	\$ 978.00	
Residential Loan Refinance / Subordinations all programs	\$ 1,760.00	No	Charged By: HCSD Collected By: HCSD	Date: 4/18/2023 R. No.: 23-9221 R. Date: 4/18/2023	Objective: User Fee Prop 26 Exception: 2 Full Cost: \$ 1,764.00		\$ 1,760.00	
Multi-Family (MF) Loan Refinance / Subordination Fee	\$ 1,564.00	No	Charged By: HCSD Collected By: HCSD	Date: 4/18/2023 R. No.: 23-9221 R. Date: 4/18/2023	Objective: User Fee Prop 26 Exception: 2 Full Cost: \$ 1,568.00			
Multi-Family (MF) Loan Subordination Request Review Fee	\$ 4,108.00	No	Charged By: HCSD Collected By: HCSD	Date: 4/18/2023 R. No.: 23-9221 R. Date: 4/18/2023	Objective: User Fee Prop 26 Exception: 2 Full Cost: \$ 4,116.00	Deposit to cover estimated internal costs. Will bill actual excess costs over deposit. Borrower will be responsible for all outside legal & consulting fees, i.e., HTSV.	\$ 4,108.00	
Loan Demand Payoff Fee - NCIP through Title closings	\$ 1,271.00	No	Charged By: HCSD Collected By: HCSD	Date: 4/18/2023 R. No.: 23-9221 R. Date: 4/18/2023	Objective: User Fee Prop 26 Exception: 2 Full Cost: \$ 1,274.00		\$ 1,271.00	

CITY OF SANTA CLARA MUNICIPAL FEE SCHEDULE

**SUBMITTED BY DEPARTMENT / DIVISION:
COMMUNITY DEV / HOUSING & COMMUNITY SVCS**

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				ORDINANCE NUMBER & DATE (if applicable)				
Loan Demand Payoff Fee - FTHB & BMP through Title closings	\$ 1,271.00	No	Charged By: HCSD Collected By: HCSD	Date: 4/18/2023 R. No.: 23-9221 R. Date: 4/18/2023	Objective: User Fee Prop 26 Exception: 2 Full Cost: \$ 1,274.00	For new loans effective 7/1/2018.	\$ 1,271.00	
Loan Demand Payoff Fee All Programs for walk-ins	\$ 978.00	No	Charged By: HCSD Collected By: HCSD	Date: 4/18/2023 R. No.: 23-9221 R. Date: 4/18/2023	Objective: User Fee Prop 26 Exception: 2 Full Cost: \$ 980.00	For new loans effective 7/1/2018.	\$ 978.00	
Loan Demand Payoff Processing Fee - Multi-Family	\$ 782.00	No	Charged By: HCSD Collected By: HCSD	Date: 4/18/2023 R. No.: 23-9221 R. Date: 4/18/2023	Objective: User Fee Prop 26 Exception: 2 Full Cost: \$ 784.00		\$ 782.00	
Multi-Family Monitoring Fee	\$ 127.00 Per Unit	No	Charged By: HCSD Collected By: HCSD	Date: 4/18/2023 R. No.: 23-9221 R. Date: 4/18/2023	Objective: User Fee Prop 26 Exception: 2 Full Cost: \$ 196.00	Fee targets less than full cost recovery	\$ 127.00 Per Unit	
AHA Affordable Housing Agreements - For Sale	\$ 4,205.00 Per Agreement	No	Charged By: HCSD Collected By: HCSD	Date: 4/18/2023 R. No.: 23-9221 R. Date: 4/18/2023	Objective: User Fee Prop 26 Exception: 2 Full Cost: \$ 4,214.00		\$ 4,205.00 Per Agreement	

CITY OF SANTA CLARA MUNICIPAL FEE SCHEDULE

SUBMITTED BY DEPARTMENT / DIVISION:
COMMUNITY DEV / HOUSING & COMMUNITY SVCS

RESOLUTION NUMBER:

APPROVED:

DESCRIPTION OF FEE , RATE OR CHARGE	CURRENT FEE and PERIOD	TECHNOLOGY FEE (3.37%) APPLIES (Yes or No)	CHARGING DEPT / DIV ----- COLLECTING DEPT / DIV	DATE FEE LAST CHANGED	FEE DETAIL OBJECTIVE PROP 26 EXCEPTION (SEE READER'S GUIDE) FULL COST FACTOR	COMMENTS	PROPOSED NEW OR REVISED FEE 2024-25	Percent Change
				ORDINANCE NUMBER & DATE (if applicable)				
Affordable Housing Application Fee BMP Affordable Housing Application Processing Fee <i>is a credit from HouseKeys on invoices per closing of purchase.</i>	\$ 500.00 Per Application	No	Charged By: HCSD Collected By: HCSD	Date: 4/18/2023 R. No.: 23-9221 R. Date: 4/18/2023	Objective: User Fee Prop 26 Exception: 2 Full Cost: \$ 500.00	Affordable Housing Application Processing Fee: \$500.00 <i>This is a pass through fee with our 3rd party BMP Administrator.</i>	\$ 500.00 Per Application	
AHA Affordable Housing Agreement - MF For Rental	\$ 5,868.00 Per Agreement	No	Charged By: HCSD Collected By: HCSD	Date: 4/18/2023 R. No.: 23-9221 R. Date: 4/18/2023	Objective: User Fee Prop 26 Exception: 2 Full Cost: \$ 5,880.00		\$ 5,868.00 Per Agreement	
AHA Affordable Housing Agreement - Amendments	\$ 2,151.00 Per Agreement	No	Charged By: HCSD Collected By: HCSD	Date: 4/18/2023 R. No.: 23-9221 R. Date: 4/18/2023	Objective: User Fee Prop 26 Exception: 2 Full Cost: \$ 2,156.00		\$ 2,151.00 Per Agreement	
Multi-Family Transaction Application Review Fee	\$ 978.00	No	Charged By: HCSD Collected By: HCSD	Date: 4/18/2023 R. No.: 23-9221 R. Date: 4/18/2023	Objective: User Fee Prop 26 Exception: 2 Full Cost: \$ 980.00	This amount shall be deducted from the total fees that will be charged at transaction closing (i.e., refinancing, recapitalization, etc.)	\$ 978.00	

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				ORDINANCE NUMBER & DATE (if applicable)				
Multi-Family Loan Conversion Fee	\$ 7,824.00	No	Charged By: HCSD Collected By: HCSD	Date: 4/18/2023 R. No.: 23-9221 R. Date: 4/18/2023	Objective: User Fee Prop 26 Exception: 2 Full Cost: \$ 7,840.00		\$ 7,824.00	
Multi-Family Loan Origination Fee	\$ 58,686.00	No	Charged By: HCSD Collected By: HCSD	Date: 4/18/2023 R. No.: 23-9221 R. Date: 4/18/2023	Objective: User Fee Prop 26 Exception: 2 Full Cost: \$ 58,800.00	Fee amount shown represents a not-to-exceed amount. Fee may vary based on staff time.	\$ 58,686.00	
Multi-Family Loan Recapitalization Fee	\$ 46,948.00	No	Charged By: HCSD Collected By: HCSD	Date: 4/18/2023 R. No.: 23-9221 R. Date: 4/18/2023	Objective: User Fee Prop 26 Exception: 2 Full Cost: \$ 47,040.00	Fee amount shown represents a not-to-exceed amount. Fee may vary based on staff time.	\$ 46,948.00	
Multi-Family Project Restructuring Fee - Transfer of Ownership (New Parties)	\$ 15,649.00	No	Charged By: HCSD Collected By: HCSD	Date: 4/18/2023 R. No.: 23-9221 R. Date: 4/18/2023	Objective: User Fee Prop 26 Exception: 2 Full Cost: \$ 15,680.00	Fee amount shown represents a not-to-exceed amount. Fee may vary based on staff time.	\$ 15,649.00	
Multi-Family Project Restructuring Fee - Transfer of Ownership (Related Parties)	\$ 11,737.00	No	Charged By: HCSD Collected By: HCSD	Date: 4/18/2023 R. No.: 23-9221 R. Date: 4/18/2023	Objective: User Fee Prop 26 Exception: 2 Full Cost: \$ 11,760.00		\$ 11,737.00	

CITY OF SANTA CLARA MUNICIPAL FEE SCHEDULE

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				ORDINANCE NUMBER & DATE (if applicable)				
Multi-Family Project Refinance Fee	\$ 23,474.00	No	Charged By: HCSD Collected By: HCSD	Date: 4/18/2023 R. No.: 23-9221 R. Date: 4/18/2023	Objective: User Fee Prop 26 Exception: 2 Full Cost: \$ 23,520.00	Fee amount shown represents a not-to-exceed amount. Fee may vary based on staff time.	\$ 23,474.00	
Loan Demand Payoff Fee Recalculation	\$ 97.00	No	Charged By: HCSD Collected By: HCSD	Date: 4/18/2023 R. No.: 23-9221 R. Date: 4/18/2023	Objective: User Fee Prop 26 Exception: 2 Full Cost: \$ 98.00		\$ 97.00	
Affordable Housing Application Fee per BMP Applicant	\$	No	Charged By: HCSD Collected By: HCSD	Date: R. No.: R. Date:	Objective: User Fee Prop 26 Exception: 2 Full Cost: \$ 490.00		\$ 75.00	New
New Owner BMP Processing and Transaction Fees for BMP Program to be Paid by Developer (per unit)	\$	No	Charged By: HCSD Collected By: HCSD	Date: R. No.: R. Date:	Objective: User Fee Prop 26 Exception: 2 Full Cost: \$ 15,680.00		2.5% of sales price per unit	New

CITY OF SANTA CLARA MUNICIPAL FEE SCHEDULE

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				ORDINANCE NUMBER & DATE (if applicable)				
Resale by BMP Owner for sale restricted property. BMP Processing and Transaction Fees for BMP Program to be Paid by Seller and Buyer 50/50 (per sale)	\$	No	Charged By: HCSD Collected By: HCSD	Date: R. No.: R. Date:	Objective: User Fee Prop 26 Exception: 2 Full Cost: \$ 15,680.00		2.5% of sales price per unit	New
Development Impact Fees Affordable Housing Fees For Sale Residential Single Family Home Townhome Condominium	Fees shall be equal to the difference between the unrestricted appraised market value ("Initial Market Value") of the unit and the Affordable Sales Price of the unit, multiplied by the fractional amount due. The Initial Market Value of the last unit sold shall be the basis for calculating the in-lieu fee.	No	Charged By: HCSD Collected By: HCSD	Date: 4/28/2020 R. No.: 17-8482 R. Date: 4/28/2020	Objective: Impact Development Fee Prop 26 Exception: 6 Full Cost: \$ -	Inflate annually by Feb - Feb change in regional BCI SCMC 17,40.060. These fees reflect a restructure of calculation methodology. As per the City's Affordable Housing Ordinance, residential ownership projects of ten (10) or more units must provide at least fifteen percent (15%) of the units at affordable housing costs.— The City Council may authorize a developer to utilize an alternate means of compliance such as a dedication of land for affordable housing, the development of affordable units at an off-site location, or some combination thereof. Such an alternative shall be memorialized through a Development Agreement.	\$46.24 \$38.53 \$30.83	

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				ORDINANCE NUMBER & DATE (if applicable)				
Development Impact Fees Affordable Housing Fees Rental Residential Any Tenure type	Per Square foot \$ 28.79	No	Charged By: HCSD Collected By: HCSD	Date: 4/18/2023 R. No.: 23-9221 R. Date: 4/18/2023	Impact Development Fee Objective: Prop 26 Exception: Full Cost: \$ -	Inflate annually by Feb - Feb change in regional BCI SCMC 17.40.060	Per Square foot \$ 30.83	7.1%
Development Impact Fees Affordable Housing Fees Non-Residential Projects Retail < 5,000 sf Retail ≥ 5,000 sf Hotel Office¹ < 20,000 sf Office¹ ≥20,000 sf Other Commercial Light Industrial < 20,000 sf Light Industrial ≥20,000 sf Low-Intensity Uses²	Per Square foot \$ No Fee 7.20 7.20 14.39 28.79 7.20 7.20 14.39 2.88	No	Charged By: HCSD Collected By: HCSD	Date: 4/18/2023 R. No.: 23-9221 R. Date: 4/18/2023	Impact Development Fee Objective: Prop 26 Exception: Full Cost: \$ -	1. Office including Industrial Office, R&D and Commercial Office 2. Low-Intensity Uses such as Data Centers and Warehouses Inflate annually by Feb - Feb change in regional BCI SCMC 17.40.060	Per Square foot \$ No Fee 7.71 7.71 15.41 30.83 7.71 7.71 15.41 3.08	 7.1% 7.1% 7.1% 7.1% 7.1% 7.1%

CITY OF SANTA CLARA MUNICIPAL FEE SCHEDULE

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				ORDINANCE NUMBER & DATE (if applicable)				
Rezoning Rezoning single lot to R1	\$ 9,158.00 per application	Yes	Charged By: Community Development	Date: 4/18/2023 R. No.: 23-9221 R. Date: 4/18/2023	Objective: Recover Cost 3 Prop 26 Exception: Full Cost: \$ 11,800.00		\$ 9,158.00 per application	
Non Planned Development (PD)	\$ 20,792.00	Yes	Collected By: Finance		Full Cost: \$ 22,125.00	Developer Specific	\$ 20,792.00	
Planned Development (PD)	\$ 59,000.00	Yes			Full Cost: \$ 59,000.00	Developer Specific	\$ 59,000.00	
Planned Development Master Community (PD-MC)	\$ 70,800.00	Yes			Full Cost: \$			
Development Area Plan Related to a PD-MC Rezoning	\$ 38,350.00	Yes			Full Cost: \$ 38,350.00		\$ 38,350.00	
Zoning Clearance Zoning Clearance for Home Occupancy	\$ 295.00	Yes	Charged By: Community Development	Date: 4/18/2023 R. No.: 23-9221 R. Date: 4/18/2023	Objective: Recover Cost 1,2,3 Prop 26 Exception: Full Cost: \$ 295.00		\$ 295.00	
Zoning Clearance for Live Entertainment and Outdoor Dining (up to 24 seats)	\$ 295.00		Collected By: Finance		Full Cost: \$ 295.00		\$ 295.00	
Zoning Clearance - Single-Family	\$ 295.00					Adding to fee schedule for enhanced clarity.	\$ 295.00	
Zoning Clearance - ABC or DMV Review	\$						\$ 295.00	New
Zoning Clearance - Other Non-Single Family	\$ 1,180.00				Full Cost: \$ 590.00		\$ 590.00	-50.0%
Zoning Code Text Amendment	\$ 26,550.00 per application	Yes	Charged By: Community Development Collected By: Finance	Date: 4/18/2023 R. No.: 23-9221 R. Date: 4/18/2023	Objective: Recover Cost Prop 26 Exception: 1,2 Full Cost: \$ 26,550.00	Developer Specific	\$ 26,550.00 per application	

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				ORDINANCE NUMBER & DATE (if applicable)				
Variance - Single Family	\$ 3,500.00 per application	Yes	Charged By: Community Development Collected By: Finance	Date: 4/18/2023 R. No.: 23-9221 R. Date: 4/18/2023	Objective: Recover Cost Prop 26 Exception: 1,2,3 Full Cost: \$ 17,700.00	Below cost recovery to encourage single-family planning	\$ 3,500.00 per application	
Variance - All Others	\$ 10,405.00 per application	Yes	Charged By: Community Development Collected By: Finance	Date: 4/18/2023 R. No.: 23-9221 R. Date: 4/18/2023	Objective: Recover Cost Prop 26 Exception: 1,2,3 Full Cost: \$ 17,700.00		\$ 10,405.00 per application	
<u>Minor Modifications</u>								
Single Family	\$ 590.00	Yes	Charged By: Community Development	Date: 4/18/2023 R. No.: 23-9221	Objective: Recover Cost Prop 26 Exception: 1,2,3 Full Cost: \$ 590.00		\$ 590.00	
All Others	\$ 1,475.00	Yes	Charged By: Community Development Collected By: Finance	Date: 4/18/2023 R. No.: 23-9221 R. Date: 4/18/2023	Objective: Recover Cost Prop 26 Exception: 1,2,3 Full Cost: \$ 1,475.00		\$ 1,475.00	

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				ORDINANCE NUMBER & DATE (if applicable)					
Off-Site Parking Permit (Citywide)	\$ 1,475.00	Yes	Charged By: Community Development	Date: 4/18/2023	Objective: Recover Cost			\$ 1,475.00	
Off-Site Parking Permit (Events North of 101)	\$ 1,475.00 (per permit) per year for events north of 101 AND	Yes	Collected By: Finance	R. No.: 23-9221 R. Date: 4/18/2023	Prop 26 Exception: 1,2,3 Full Cost: \$ 1,475.00		(subject to April CPI figure to be effective July 1 ea. year)	\$ 1,475.00 (per permit) per year for events north of 101 AND	
Off-Site Parking Facilities (Events North of 101)	\$ 6.44 per space per event N of 101	No	Charged By: Community Development Collected By: Finance	Date: 4/18/2023 R. No.: 23-9221 R. Date: 4/18/2023	Objective: Recover Cost Prop 26 Exception: 1,2,3 Full Cost: \$	Collected from persons obtaining an Off-Site Parking Permit from Zoning Administrator and for each parking space for sports or entertainment venues north of Highway 101.		\$ 6.71 per space per event N of 101	4.2%
Use Permits					Objective: Recover Cost				
Use Permit - Standard	\$ 14,554.00 per application	Yes	Charged By: Community Development	Date: 4/18/2023 R. No.: 23-9221 R. Date: 4/18/2023	Prop 26 Exception: 3 Full Cost: \$ 23,600.00			\$ 14,554.00 per application	
Use Permit - Minor	\$ 6,288.00 per application	Yes	Collected By: Finance		Full Cost: \$ 11,800.00			\$ 6,288.00 per application	
Special Permit - Council Approval Temporary Use Permit - Planning Commission Referral	\$ 2,950.00 per application	Yes			Full Cost: \$ 2,950.00			\$ 2,950.00 per application	
Special Permit - Non Profit Temporary Use Permit - Administrative Approval (Non Profit)	\$ 278.00	Yes			Full Cost: \$ 2,950.00			\$ 278.00	
Special Permit - Admin. Approval Temporary Use Permit - Administrative Approval	\$ 1,475.00	Yes			Full Cost: \$ 1,475.00			\$ 1,475.00	

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				ORDINANCE NUMBER & DATE (if applicable)				
Maps								
4 or Fewer Lots	\$ 17,700.00	Yes	Charged By: Community Development	Date: 4/18/2023 R. No.: 23-9221	Objective: Recover Cost Prop 26 Exception: 1,2,3,6 Full Cost: \$ 17,700.00		\$ 17,700.00	
5 or More Lots	\$ 23,600.00	Yes		R. Date: 4/18/2023	Full Cost: \$ 23,600.00		\$ 23,600.00	
Lot line adjustment	\$ 5,900.00 per application	Yes	Collected By: Finance		Full Cost: \$ 5,900.00		\$ 5,900.00 per application	
Appeals								
From Non-Applicant Resident	\$ 523.00 per request	Yes	Charged By: Community Development	Date: 4/18/2023 R. No.: 23-9221	Objective: Recover Cost Prop 26 Exception: 1,2 Full Cost: \$ 23,600.00	Below cost recovery to encourage single-family planning	\$ 523.00 per request	
All Others	\$ 10,482.00	Yes	Collected By: Finance	R. Date: 4/18/2023	Full Cost: \$ 23,600.00		\$ 10,482.00	
Reposting of Public Notification								
Single Family	\$ 130.00 per application	Yes	Charged By: Community Development	Date: 4/18/2023 R. No.: 23-9221	Objective: Recover Cost Prop 26 Exception: 1,2 Full Cost: \$ 1,180.00	Below cost recovery to encourage single-family planning	\$ 130.00 per application	
Non-Single Family	\$ 1,180.00 per application	Yes	Collected By: Finance	R. Date: 4/18/2023	Full Cost: \$ 1,180.00		\$ 1,180.00 per application	
Re-Noticing in Newspaper	\$ At Cost	Yes			Full Cost: \$ Cost		\$ At Cost	
Annexation of territory to City of Santa Clara	\$ 41,300.00 per application	Yes	Charged By: Community Development	Date: 4/18/2023 R. No.: 23-9221 R. Date: 4/18/2023	Objective: Recover Cost Prop 26 Exception: 1,2,3,6 Full Cost: \$ 41,300.00	Developer Specific	\$ 41,300.00 per application	

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				ORDINANCE NUMBER & DATE (if applicable)					
<u>Architectural Review</u> Over the Counter	\$ 0.00	Yes	Charged By: Community Development Collected By: Finance	Date: 4/18/2023	Objective: Recover Cost Prop 26 Exception: 1,2,3 Full Cost: \$ 147.50		\$ 0.00		
Accessory Dwelling Unit/ Junior Accessory Dwelling Unit	\$ 295.00	Yes		R. No.: 23-9221	R. Date: 4/18/2023	Full Cost: \$ 295.00		\$ 295.00	
Single Family	\$ 1,188.00	Yes		Full Cost: \$ 11,800.00		Below cost recovery to encourage single-family planning	\$ 1,188.00		
New development-Non-SFR	\$ 35,400.00	Yes		Full Cost: \$ 35,400.00			\$ 35,400.00		
SB 9 Review	\$ 1,770.00	Yes		Full Cost: \$ 1,770.00			\$ 1,770.00		
SB 35 Review	\$ 23,600.00	Yes		Full Cost: \$ 23,600.00			\$ 23,600.00		
Design Consultant Review	\$ Deposit of Consultant Estimated Costs Plus Citywide Overhead	Yes		Full Cost: \$ -			\$ Deposit of Consultant Estimated Costs Plus Citywide Overhead		

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Environmental Review City review of Draft EIR and preparation of Final EIR	\$ 35,400.00 per application	Yes	Charged By: Community Development	Date: 4/18/2023		Objective: Recover Cost Prop 26 Exception: 1,2,3 Full Cost: \$ 35,400.00		\$ 35,400.00 per application	
City Review of Supplemental EIR/Final EIR	\$ 17,700.00	Yes	Collected By: Finance	R. No.: 23-9221 R. Date: 4/18/2023		Full Cost: \$ 17,700.00		\$ 17,700.00	
City Review of NEPA	\$ 17,700.00	Yes				Full Cost: \$ 17,700.00	Adding to fee schedule for enhanced clarity	\$ 17,700.00	
City review or preparation of Initial Study/MND and Negative Declaration	\$ 23,600.00 per application	Yes				Full Cost: \$ 23,600.00		\$ 23,600.00 per application	
Exemption	\$ 885.00	Yes				Full Cost: \$ 885.00		\$ 885.00	
Exemption (SFR or Paperless)	\$ 0.00	Yes				Full Cost: \$ 147.50		\$ 0.00	
Recordation of Exemption (NOE)	\$ 590.00	Yes				Full Cost: \$ 590.00		\$ 590.00	
AB 52 Tribal Consultation	\$ 885.00	Yes				Full Cost: \$ 885.00		\$ 885.00	
Re-Use of Prior Environmental Determination	\$ 1,770.00	Yes				Full Cost: \$ 1,770.00		\$ 1,770.00	
Addendum to Prior Environmental Determination	\$ 4,720.00	Yes				Full Cost: \$ 4,720.00		\$ 4,720.00	
General Plan Amendment - Single Family	\$ 2,976.00	Yes	Charged By: Community Development	Date: 4/18/2023		Objective: Recover Cost Prop 26 Exception: 1,2,6 Full Cost: \$ 11,800.00		\$ 2,976.00	
General plan Amendment - Up to one acre	\$ 23,600.00 per application	Yes	Collected By: Finance	R. No.: 23-9221 R. Date: 4/18/2023		Full Cost: \$ 23,600.00	Developer Specific	\$ 23,600.00 per application	
General Plan Amendment - One to five acres	\$ 35,400.00	Yes				Full Cost: \$ 35,400.00		\$ 35,400.00	
General Plan Amendment - Over five acres	\$ 41,300.00	Yes				Full Cost: \$ 41,300.00		\$ 41,300.00	

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				ORDINANCE NUMBER & DATE (if applicable)				
Development Agreement	\$ 35,400.00 per application	Yes	Charged By: Community Development	Date: 4/18/2023 R. No.: 23-9221 R. Date: 4/18/2023	Objective: Recover Cost Prop 26 Exception: 1,2,6 Full Cost: \$ 35,400.00	Developer Specific	\$ 35,400.00 per application	
Amendment or Cancellation of Development Agreement	\$ 11,800.00 per application	Yes	Collected By: Finance		Full Cost: \$ 11,800.00		\$ 11,800.00 per application	
Development Agreement Negotiations	\$ Actual Cost	No					\$ Actual Cost	
Certificate of Compliance	\$ 2,360.00 per certificate	Yes	Charged By: Community Development Collected By: Finance	Date: 4/18/2023 R. No.: 23-9221 R. Date: 4/18/2023	Objective: Recover Cost Prop 26 Exception: 1,2,6 Full Cost: \$ 2,360.00		\$ 2,360.00 per certificate	
Signs Sign Permit Fees (attached or ground) for first sign	\$ 348.00 per application	Yes	Charged By: Community Development	Date: 4/18/2023 R. No.: 23-9221 R. Date: 4/18/2023	Objective: Recover Cost Prop 26 Exception: 3.00 Full Cost: \$ 590.00		\$ 348.00 per application	
Temporary Sign Permit/Street Banner (pursuant to Zoning Ord. Sec. 40-27) good for 60 days; <u>or</u> ea. additional sign under a Sign Permit application	\$ 85.00 per application	Yes	Collected By: Finance		Full Cost: \$ 147.50		\$ 85.00 per application	
Temporary Sign Removal Fees	\$ 147.00 per sign	Yes			Full Cost: \$ 147.50	Fees to be paid prior to retrieval of signs to any person.	\$ 147.00 per sign	
Master Sign Program Comprehensive Sign Program	\$ 4,425.00	Yes			Full Cost: \$ 4,425.00		\$ 4,425.00	
Mills Act Application	\$ 8,451.00 per application	Yes	Charged By: Community Development Collected By: Finance	Date: 4/18/2023 R. No.: 23-9221 R. Date: 4/18/2023	Objective: Recover Cost Prop 26 Exception: 1,2 Full Cost: \$ 11,800.00		\$ 8,451.00 per application	

CITY OF SANTA CLARA MUNICIPAL FEE SCHEDULE

**SUBMITTED BY DEPARTMENT / DIVISION:
COMMUNITY DEVELOPMENT / PLANNING**

RESOLUTION NUMBER:

APPROVED:

DESCRIPTION OF FEE , RATE OR CHARGE	CURRENT FEE and PERIOD	TECHNOLOGY FEE (3.37%) APPLIES (Yes or No)	CHARGING DEPT / DIV ----- COLLECTING DEPT / DIV	DATE FEE LAST CHANGED	FEE DETAIL OBJECTIVE PROP 26 EXCEPTION (SEE READER'S GUIDE) FULL COST FACTOR	COMMENTS	PROPOSED NEW OR REVISED FEE 2024-25	Percent Change
				ORDINANCE NUMBER & DATE (if applicable)				
Pre-Application Single Family	\$ 522.00	Yes	Charged By: Community Development	Date: 4/18/2023 R. No.: 23-9221 R. Date: 4/18/2023	Objective: Recover Cost Prop 26 Exception: 1,2,3,6 Full Cost: \$ 2,360.00	Pre-Application fee credited toward cost of full application fee if submitted within 3 months after completion of preliminary review.	\$ 522.00	
Planning Review	\$ 3,491.00	Yes	Collected By: Finance		Full Cost: \$ 4,720.00		\$ 3,491.00	
Project Clearance Committee	\$ 5,900.00	Yes			Full Cost: \$ 5,900.00		\$ 5,900.00	
SB 330 Review	\$ 5,900.00	Yes	Charged By: Community Development Collected By: Finance	Date: R. No.: R. Date:	Objective: Recover Cost Prop 26 Exception: 1,2 Full Cost: \$ 5,900.00	Adding to fee schedule for enhanced clarity	\$ 5,900.00	
Flood Zone Verification	\$ 295.00	Yes	Charged By: Community Development Collected By: Finance	Date: 4/18/2023 R. No.: 23-9221 R. Date: 4/18/2023	Objective: Recover Cost Prop 26 Exception: 1,2 Full Cost: \$ 295.00		\$ 295.00	
Zoning Verification	\$ 508.00	Yes	Charged By: Community Development Collected By: Finance	Date: 4/18/2023 R. No.: 23-9221 R. Date: 4/18/2023	Objective: Recover Cost Prop 26 Exception: 1,2 Full Cost: \$ 885.00		\$ 508.00	
Historical & Landmarks Single Family	\$ 980.00	Yes	Charged By: Community Development	Date: 4/18/2023 R. No.: 23-9221 R. Date: 4/18/2023	Objective: Recover Cost Prop 26 Exception: 1,2 Full Cost: \$ 11,800.00	Below cost recovery to encourage single-family planning	\$ 980.00	
All Others	\$ 11,800.00	Yes	Collected By:		Full Cost: \$ 11,800.00		\$ 11,800.00	

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				ORDINANCE NUMBER & DATE (if applicable)					
Stormwater Management Plan Review	\$ 885.00	Yes	Charged By: Community Development Collected By: Finance	Date: 4/18/2023 R. No.: 23-9221 R. Date: 4/18/2023	Objective: Recover Cost Prop 26 Exception: 1,2 Full Cost: \$ 885.00		\$ 885.00		
Minor Amendment-Change to Approved Projects	\$ 885.00	Yes	Charged By: Community Development Collected By: Finance	Date: 4/18/2023 R. No.: 23-9221 R. Date: 4/18/2023	Objective: Recover Cost Prop 26 Exception: 1,2 Full Cost: \$ 885.00		\$ 885.00		
ABC Review Verification	\$ 590.00	Yes	Charged By: Community Development Collected By: Finance	Date: 4/18/2023 R. No.: 23-9221 R. Date: 4/18/2023	Objective: Recover Cost Prop 26 Exception: 1,2 Full Cost: \$ 590.00		\$ 590.00		
Tree Removal			Charged By: Community Development Collected By: Finance	Date: 4/18/2023 R. No.: 23-9221 R. Date: 4/18/2023	Objective: Recover Cost Prop 26 Exception: 1,2 Full Cost: \$ 590.00				
Tree Removal Permit Single Family Residence	\$ 295.00				Full Cost: \$ 590.00	Below cost recovery to encourage single-family planning	\$ 295.00		
Tree Removal Permit - All Others	\$ 590.00				Full Cost: \$ 590.00		\$ 590.00		
Tree Removal Replacement - Off-Site	\$ 653.00 per tree				Full Cost: \$ 2,011.00 per tree	Tree removal replacement fee intended to match street tree planting fee amount shown in PW section of the fee schedule.	\$ 2,011.00 per tree	208.0%	
Heritage Tree Removal	\$ 832.00	Yes			Full Cost: \$ 2,360.00	Below cost recovery to encourage single-family planning	\$ 832.00		

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				ORDINANCE NUMBER & DATE (if applicable)				
Non-Historical Referral to Historical and Landmarks Commission - Standard	\$ 523.00	Yes	Charged By: Community Development Collected By: Finance	Date: 4/18/2023 R. No.: 23-9221 R. Date: 4/18/2023	Objective: Recover Cost Prop 26 Exception: 2,3,6 Full Cost: \$ 5,900.00		\$ 523.00	
Non-Historical Referral to Historical and Landmarks Commission - Comprehensive	\$ 980.00	Yes	Charged By: Community Development Collected By: Finance	Date: 4/18/2023 R. No.: 23-9221 R. Date: 4/18/2023	Objective: Recover Cost Prop 26 Exception: 2,3,6 Full Cost: \$ 11,800.00		\$ 980.00	
Contract Administration	\$ Actual Cost	No	Charged By: Community Development Collected By: Finance	Date: 6/22/2021 R. No.: 21-8981 R. Date: 6/22/2021	Objective: Recover Cost Prop 26 Exception: 1,2 Full Cost: \$ Actual Cost		\$ Actual Cost	
In-House Planning Rate for Services Provided and Not Listed Elsewhere in this Schedule (per hour)	\$ 295.00	No	Charged By: Community Development Collected By: Finance	Date: 4/18/2023 R. No.: 23-9221 R. Date: 4/18/2023	Objective: Recover Cost Prop 26 Exception: 1,2 Full Cost: \$ 295.00		\$ 295.00	
Preparation or Peer Review of Technical Report	\$	No	Charged By: Community Development Collected By: Finance	Date: R. No.: R. Date:	Objective: Recover Cost Prop 26 Exception: 1,2 Full Cost: \$ Actual Cost		\$ Pass-Through of Actual Cost plus 10% Admin Fee	New

CITY OF SANTA CLARA MUNICIPAL FEE SCHEDULE

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				ORDINANCE NUMBER & DATE (if applicable)				
<u>Time Extensions</u>								
Administrative Entitlement Extension	\$ 50% of application fee	No	Charged By: Community Development	Date: 4/18/2017 R. No.: R. Date:	Objective: Recover Cost Prop 26 Exception: 1,2 Full Cost: \$ 295.00		\$ 295.00	varies
Processing Time Extension	\$ 25% of application fee	No	Collected By: Finance				\$ 25% of application fee	
<u>Code Enforcement Re-Inspection</u>								
Code Enforcement Re-Inspection Fee	\$ 277.00	Yes	Charged By: Community Development Collected By: Finance	Date: 4/18/2023 R. No.: 23-9221 R. Date: 4/18/2023	Objective: Recover Cost 1,2,3 Prop 26 Exception: Full Cost: \$ 279.00		\$ 277.00	
<u>Significant Property Alteration</u>								
Major - Single Family	\$ 980.00	Yes	Charged By: Community Development	Date: 4/18/2023 R. No.: 23-9221 R. Date: 4/18/2023	Objective: Recover Cost 1,2,3 Prop 26 Exception: Full Cost: \$ 11,800.00	Applies to Historic Preservation properties only. Subject to Historical and Land-mark Commission approval.	\$ 980.00	
Major - Other	\$ 11,800.00	Yes	Collected By: Finance		Full Cost: \$ 11,800.00		\$ 11,800.00	
<u>Significant Property Alteration</u>								
Minor - Single Family	\$ 654.00	Yes	Charged By: Community Development	Date: 4/18/2023 R. No.: 23-9221 R. Date: 4/18/2023	Objective: Recover Cost 1,2,3 Prop 26 Exception: Full Cost: \$ 8,850.00	Applies to Historic Preservation properties only.	\$ 654.00	
Minor - Other	\$ 2,079.00	Yes	Collected By: Finance		Full Cost: \$ 8,850.00		\$ 2,079.00	

CITY OF SANTA CLARA MUNICIPAL FEE SCHEDULE

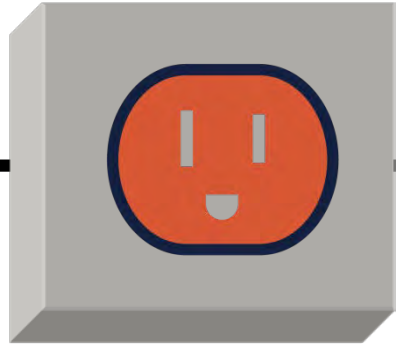
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				ORDINANCE NUMBER & DATE (if applicable)					
<u>Specific Plan Fee - Lawrence Station Area Plan (LSAP)</u> Phase I Developers Phase II Developers	\$ 23,785.39 (per acre) \$ 15,210.80 (per acre)	No No	Charged By: Community Development Collected By: Finance	Date: 4/18/2023 R. No.: 23-9221 R. Date: 4/18/2023	Objective: Recover Cost Prop 26 Exception: 1,2,3 Full Cost: \$ 1,043,622.00	Fees adjusted annually using the December CPI factor from the previous year. Fees collected at the time of Building Permit Application.	\$ 24,408.57 (per acre) \$ 15,609.32 (per acre)	2.6% 2.6%	
<u>Specific Plan Fee - Tasman East Specific Plan Area (TESP)</u>	\$ 300.94 (per unit)	No	Charged By: Community Development Collected By: Finance	Date: 4/18/2023 R. No.: 23-9221 R. Date: 4/18/2023	Objective: Recover Cost Prop 26 Exception: 1,2,3 Full Cost: \$ 1,214,323.00	Fees adjusted annually using the December CPI factor from the previous year. Fees collected prior to Architectural Committee Review.	\$ 308.82 (per unit)	2.6%	
<u>Patrick Henry Drive CFD Formation</u> Application Received Before July 1, 2023 fee due prior to issuance of Certificate of Occupancy Application Received On/After July 1, 2023 fee due prior to Development Review Hearing (DRH)	\$ 810.81 per acre \$ 810.81 per acre	No	Charged By: Community Development Collected By: Finance	Date: R. No.: R. Date:	Objective: Recover Cost Prop 26 Exception: 1,2,6 Full Cost: \$ 60,000.00 Full Cost Per Acre \$ 810.81		\$ 810.81 per acre \$ 810.81 per acre		

Municipal Fee Schedule



Electric Utility

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CITY OF SANTA CLARA MUNICIPAL FEE SCHEDULE

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				ORDINANCE NUMBER & DATE (if applicable)				
Overhead Lines - New Single Family/Residential	\$ 1,292.57 per lot	No	Charged By: Electric Collected By: Finance	Date: 4/18/2023 R. No.: 23-9221 R. Date: 4/18/2023	Objective: Recover Cost Prop 26 Exception: 1,2,6 Full Cost: \$ 1,340.01		\$ 1,340.01 per lot	3.7%
Overhead Lines - New Multiple Units	\$ 794.91 per unit	No	Charged By: Electric Collected By: Finance	Date: 4/18/2023 R. No.: 23-9221 R. Date: 4/18/2023	Objective: Recover Cost Prop 26 Exception: 1,2,6 Full Cost: \$ 824.08		\$ 824.08 per unit	3.7%
Overhead Lines - New Street Lighting	\$ 8.01 per front foot	No	Charged By: Electric Collected By: Finance	Date: 4/18/2023 R. No.: 23-9221 R. Date: 4/18/2023	Objective: Recover Cost Prop 26 Exception: 1,2,6 Full Cost: \$ 8.30		\$ 8.30 per front foot	3.7%
Underground - New Single Family/Residential	\$ 2,548.59 per lot	No	Charged By: Electric Collected By: Finance	Date: 4/18/2023 R. No.: 23-9221 R. Date: 4/18/2023	Objective: Recover Cost Prop 26 Exception: 1,2,6 Full Cost: \$ 2,642.13		\$ 2,642.13 per lot	3.7%
Underground - New Multiple Units/Residential	\$ 2,166.31 per unit	No	Charged By: Electric Collected By: Finance	Date: 4/18/2023 R. No.: 23-9221 R. Date: 4/18/2023	Objective: Recover Cost Prop 26 Exception: 1,2,6 Full Cost: \$ 2,245.81		\$ 2,245.81 per unit	3.7%

CITY OF SANTA CLARA MUNICIPAL FEE SCHEDULE

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				ORDINANCE NUMBER & DATE (if applicable)				
Underground - New Street Lighting	\$ 19.68 per front foot	No	Charged By: Electric Collected By: Finance	Date: 4/18/2023 R. No.: 23-9221 R. Date: 4/18/2023	Objective: Recover Cost Prop 26 Exception: 1,2,6 Full Cost: \$ 20.40		\$ 20.40 per front foot	3.7%
Underground - Existing Single Family	\$ 3,743.69 per lot	No	Charged By: Electric Collected By: Finance	Date: 4/18/2023 R. No.: 23-9221 R. Date: 4/18/2023	Objective: Recover Cost Prop 26 Exception: 1,2,6 Full Cost: \$ 3,881.08		\$ 3,881.08 per lot	3.7%
Underground - Existing Multi-Units	\$ 2,001.06 per unit	No	Charged By: Electric Collected By: Finance	Date: 4/18/2023 R. No.: 23-9221 R. Date: 4/18/2023	Objective: Recover Cost Prop 26 Exception: 1,2,6 Full Cost: \$ 2,074.50		\$ 2,074.50 per unit	3.7%
Underground - Existing Street Lighting	\$ 29.24 per front foot	No	Charged By: Electric Collected By: Finance	Date: 4/18/2023 R. No.: 23-9221 R. Date: 4/18/2023	Objective: Recover Cost Prop 26 Exception: 1,2,6 Full Cost: \$ 30.31		\$ 30.31 per front foot	3.7%

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				ORDINANCE NUMBER & DATE (if applicable)						
Load-Development	\$ 516.58 per kVA Up to 4,500 kVA	No	Charged By: Electric Collected By: Finance	Date: 4/18/2023 R. No.: 23-9221 R. Date: 4/18/2023	Objective:- Recover Cost Prop 26 Exception: 6 Full Cost: See Comments	1st Tier Fee: Up to 4,500 KVA 2nd Tier Fee: > 4,500 KVA Fee updated via separate study. These fees are only to be used when they are referenced in an executed substation agreement and will be phased out. All other substation agreements will reference the applicable Load Development Fee.	\$ 516.58 per kVA Up to 4,500 kVA			
	\$ 1,033.16 per kVA > 4,500 kVA	No							\$ 1,033.16 per kVA > 4,500 kVA	
Load Development Facilities < 12kV	\$ 365.45 per kVA	No	Charged By: Electric Collected By: Finance	Date: 4/18/2023 R. No.: 23-9221 R. Date: 4/18/2023	Objective: Recover Cost Prop 26 Exception: 6 Full Cost: See Comments	Fee updated via separate study. Facilities < 12kV and Commercial Facilities 12kV anticipated to follow a four-year phase-in pattern 7/1/2023- 60% 7/1/2024- 80% 7/1/2025- 100%	\$ 609.07 per kVA	66.7%		
Commercial Facilities 12kV	\$ 305.37 per kVA	No							\$ 508.94 per kVA	66.7%
Customer Facilities Dedicated 12kV	\$ 559.44 per kVA	No							\$ 631.09 per kVA	12.8%
Customer Facilities Dedicated 60kV	\$ 516.58 per kVA	No							\$ 588.23 per kVA	13.9%
Temporary Connection to Pole	\$ 728.00	No	Charged By: Electric Collected By: Finance	Date: 4/18/2023 R. No.: 23-9221 R. Date: 4/18/2023	Objective: Recover Cost Prop 26 Exception: 1,2 Full Cost: \$ 798.00		\$ 798.00	9.6%		

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				ORDINANCE NUMBER & DATE (if applicable)				
Temporary Power	\$ Actual labor, materials and equipment costs, including overhead	No	Charged By: Electric Collected By: Finance	Date: R. No.: R. Date:	Objective: Recover Cost Prop 26 Exception: 1,2 Full Cost: Actual Cost		\$ Actual labor, materials and equipment costs, including overhead	
Underground Street Light Relocation	\$ Actual labor, materials and equipment costs, including overhead	No	Charged By: Electric Collected By: Finance	Date: R. No.: R. Date:	Objective: Recover Cost Prop 26 Exception: 1,2 Full Cost: Actual Cost		\$ Actual labor, materials and equipment costs, including overhead	
Service Wire Relocation from Mid-Span	\$ 2,796.00	No	Charged By: Electric Collected By: Finance	Date: 4/18/2023 R. No.: 23-9221 R. Date: 4/18/2023	Objective: Recover Cost Prop 26 Exception: 1,2 Full Cost: \$ 4,187.75		\$ 4,187.00	49.7%
Service Wire Relocation from Pole	\$ 882.00	No	Charged By: Electric Collected By: Finance	Date: 4/18/2023 R. No.: 23-9221 R. Date: 4/18/2023	Objective: Recover Cost Prop 26 Exception: 1,2 Full Cost: \$ 1,342.00		\$ 1,342.00	52.2%
Meter Test Deposit	\$ 218.00	No	Charged By: Electric Collected By: Finance / Municipal Serv.	Date: 4/18/2023 R. No.: 23-9221 R. Date: 4/18/2023	Objective: Recover Cost Prop 26 Exception: 1,2 Full Cost: \$ 238.00		\$ 238.00	9.2%

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				ORDINANCE NUMBER & DATE (if applicable)				
Service Wire Relocation Additional Linework Includes: Labor Costs Material Costs Equipment Costs	\$ Actual labor, materials and equipment costs, including overhead	No	Charged By: Electric Collected By: Finance	Date: 6/22/2021 R. No.: 21-8981 R. Date: 6/22/2021	Objective: Recover Cost Prop 26 Exception: 1,2 Full Cost: As Calculated		\$ Actual labor, materials and equipment costs, including overhead	
Electric System Damage Includes: Labor Costs Material Costs Equipment Costs	\$ Actual labor, materials and equipment costs, including overhead	No	Charged By: Electric Collected By: Finance	Date: 6/22/2021 R. No.: 21-8981 R. Date: 6/22/2021	Objective: Recover Cost Prop 26 Exception: 5 Full Cost: As Calculated		\$ Actual labor, materials and equipment costs, including overhead	
Service Reconnection Residential	\$ 182.00	No	Charged By: Electric Collected By: Finance / Municipal Serv.	Date: 4/18/2023 R. No.: 23-9221 R. Date: 4/18/2023	Objective: Recover Cost Prop 26 Exception: 1,2 Full Cost: \$ 199.50		\$ 199.00	9.3%
Service Disconnection Residential	\$ 182.00	No	Charged By: Electric Collected By: Finance / Municipal Serv.	Date: 4/18/2023 R. No.: 23-9221 R. Date: 4/18/2023	Objective: Recover Cost Prop 26 Exception: 1,2 Full Cost: \$ 199.50		\$ 199.00	9.3%

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				ORDINANCE NUMBER & DATE (if applicable)				
Electric Reconnection Fee - Non-Residential	\$ Actual labor, materials and equipment costs, including overhead	No	Charged By: Electric Collected By: Finance / Municipal Serv.	Date: 6/22/2021 R. No.: 21-8981 R. Date: 6/22/2021	Objective: Recover Cost Penalty Prop 26 Exception: 1,2,5 Full Cost: \$ 133.00		\$ 133.00	
Electric Disconnection fee Non-Residential	\$ Actual labor, materials and equipment costs, including overhead	No	Charged By: Electric Collected By: Finance / Municipal Serv.	Date: 6/22/2021 R. No.: 21-8981 R. Date: 6/22/2021	Objective: Recover Cost Penalty Prop 26 Exception: 1,2,5 Full Cost: \$ 133.00		\$ 133.00	
Service Fee Customer-Owned Equipment Problem	\$ 242.00 per hour	No	Charged By: Electric Collected By: Finance	Date: 4/18/2023 R. No.: 23-9221 R. Date: 4/18/2023	Objective: Recover Cost Prop 26 Exception: 1,2 Full Cost: \$ 266.00		\$ 266.00 per hour	9.9%
Electric replacement/reconnection fee due to meter tampering/illegal access	\$ 242.00 per account Fee to fix meter plus two (2) times estimated cost of services used	No	Charged By: Electric Collected By: Finance / Municipal Serv.	Date: 4/18/2023 R. No.: 23-9221 R. Date: 4/18/2023 Electric Rules and Regulations #7B	Objective: Recover Cost Penalty Prop 26 Exception: 1,2,5 Full Cost: \$ 266.00		\$ 266.00 per account Fee to fix meter plus two (2) times estimated cost of services used	9.9%

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				ORDINANCE NUMBER & DATE (if applicable)				
Service Removal	\$ Actual labor, materials and equipment costs, including overhead	No	Charged By: Electric Collected By: Finance	Date: R. No.: R. Date:	Objective: Recover Cost Prop 26 Exception: 1,2 Full Cost: Actual Cost		\$ Actual labor, materials and equipment costs, including overhead	
Engineering Plan Check - Electric (per sheet) - Includes 3 checks	\$ 378.00 per sheet	No	Charged By: Electric Collected By: Finance	Date: 4/18/2023 R. No.: 23-9221 R. Date: 4/18/2023	Objective: Recover Cost Prop 26 Exception: 2,3 Full Cost: \$ 453.25	For reviewing Encroachment Permit plans that have no electric services request. For conflicts with existing electric infrastructure.	\$ 453.00 per sheet	19.8%
Engineering Plan Check - Electric (per sheet) - 4th and subsequent review	\$ 54.00 per sheet	No	Charged By: Electric Collected By: Finance	Date: 4/18/2023 R. No.: 23-9221 R. Date: 4/18/2023	Objective: Recover Cost Prop 26 Exception: 2,3 Full Cost: \$ 64.75	For reviewing Encroachment Permit plans that have no electric services request. For conflicts with existing electric infrastructure.	\$ 64.00 per sheet	18.5%
Project Clearance Committee/ Sub Committee review	\$ 837.00	No	Charged By: Electric Collected By: Finance	Date: 4/18/2023 R. No.: 23-9221 R. Date: 4/18/2023	Objective: Recover Cost Prop 26 Exception: 2,3 Full Cost: \$ 837.00		\$ 837.00	
Time of Use Meter Installation - Residential	\$ 417.00 per meter	No	Charged By: Electric Collected By: Finance / Municipal Serv.	Date: 4/18/2023 R. No.: 23-9221 R. Date: 4/18/2023	Objective: Recover Cost Prop 26 Exception: 1,2 Full Cost: \$ 444.26		\$ 444.00 per meter	6.5%

CITY OF SANTA CLARA MUNICIPAL FEE SCHEDULE

SUBMITTED BY DEPARTMENT / DIVISION:
ELECTRIC UTILITY

RESOLUTION NUMBER:

APPROVED:

DESCRIPTION OF FEE , RATE OR CHARGE	CURRENT FEE and PERIOD	TECHNOLOGY FEE (3.37%) APPLIES (Yes or No)	CHARGING DEPT / DIV ----- COLLECTING DEPT / DIV	DATE FEE LAST CHANGED	FEE DETAIL OBJECTIVE PROP 26 EXCEPTION (SEE READER'S GUIDE) FULL COST FACTOR	COMMENTS	PROPOSED NEW OR REVISED FEE 2024-25	Percent Change
				ORDINANCE NUMBER & DATE (if applicable)				
Time of Use Meter Installation - Non-Residential	\$ 616.00 per meter	No	Charged By: Electric Collected By: Finance / Municipal Serv.	Date: 4/18/2023 R. No.: 23-9221 R. Date: 4/18/2023	Objective: Recover Cost Prop 26 Exception: 2,3 Full Cost: \$ 650.53		\$ 650.00 per meter	5.5%
Field Marking-Fiber Up to 50 ft of excavation	\$ 138.00	No	Charged By: Electric Collected By: Finance	Date: 4/18/2023 R. No.: 23-9221 R. Date: 4/18/2023	Objective: Recover Cost Prop 26 Exception: 2 Full Cost: \$ 150.00		\$ 150.00	8.7%
Field Marking-Fiber Over 50 ft. of excavation	\$ 92.00 per each additional 50 ft of excavation	No	Charged By: Electric Collected By: Finance	Date: 4/18/2023 R. No.: 23-9221 R. Date: 4/18/2023	Objective: Recover Cost Prop 26 Exception: 2 Full Cost: \$ 100.00		\$ 100.00 per each additional 50 ft of excavation	8.7%
Electric equipment relocation	\$ Actual labor, materials and equipment costs, including overhead	No	Charged By: Electric Collected By: Finance	Date: R. No.: R. Date:	Objective: Recover Cost Prop 26 Exception: 2 Full Cost: Actual Cost	Per Electric Rules and Regulations Section 6.C	\$ Actual labor, materials and equipment costs, including overhead	
EV-charging-retrofit – Existing Building	\$ Actual labor, materials and equipment costs, including overhead	No	Charged By: Electric Collected By: Finance	Date: 4/19/2022 R. No.: 22-9084 R. Date: 4/19/2022	Objective:- Recover Cost Prop 26 Exception: 2 Full Cost: Actual Cost		\$ Actual labor, materials and equipment costs, including overhead	

CITY OF SANTA CLARA MUNICIPAL FEE SCHEDULE

SUBMITTED BY DEPARTMENT / DIVISION:
ELECTRIC UTILITY

RESOLUTION NUMBER:

APPROVED:

DESCRIPTION OF FEE , RATE OR CHARGE	CURRENT FEE and PERIOD	TECHNOLOGY FEE (3.37%) APPLIES (Yes or No)	CHARGING DEPT / DIV ----- COLLECTING DEPT / DIV	DATE FEE LAST CHANGED	FEE DETAIL OBJECTIVE PROP 26 EXCEPTION (SEE READER'S GUIDE) FULL COST FACTOR	COMMENTS	PROPOSED NEW OR REVISED FEE 2024-25	Percent Change
				ORDINANCE NUMBER & DATE (if applicable)				
SVP system impact study - Transmission system	\$ 78,450	No	Charged By: Electric	Date: 4/18/2023	Objective: Recover Cost		\$ 81,400	3.8%
CAISO System Impact Study	\$ 129,920		Collected By: Finance	R. No.: 23-9221 R. Date: 4/18/2023	Prop 26 Exception: 2 Full Cost: See Comments.	Total cost with CAISO Interconnection Study if required.	\$ 134,800	3.8%
SVP system impact study - Distribution 12kV system	\$ 15,690	No	Charged By: Electric	Date: 4/18/2023	Objective: Recover Cost		\$ 16,200	3.3%
			Collected By: Finance	R. No.: 23-9221 R. Date: 4/18/2023	Prop 26 Exception: 2 Full Cost: \$ 16,284			
SVP generation interconnection study	\$ 15,690	No	Charged By: Electric	Date: 4/18/2023	Objective: Recover Cost		\$ 16,200	3.3%
			Collected By: Finance	R. No.: 23-9221 R. Date: 4/18/2023	Prop 26 Exception: 2 Full Cost: \$ 16,284			
Distribution Pole Contact-Application fee	\$ 241.80 per pole in application 2.5% annual escalation	No	Charged By: Electric	Date: 4/18/2023	Objective: Recover Cost	Resolution # 16-8285 2.5% annual escalation per Resolution	\$ 247.84 per pole in application	2.5%
			Collected By: Finance	R. No.: 23-9221 R. Date: 4/18/2023	Under CA Public Utilities Code Sections 9510-9520 Prop 26 Exception: 2 Full Cost: See Comments	"Full Cost" represents the amount allowable under PU Code Sections 9510-9520 which were created AB1027		
Distribution Pole Contact-cable attachment	\$ 18.05 per each attachment 2.5% annual escalation	No	Charged By: Electric	Date: 4/18/2023	Objective: Recover Cost	Resolution # 16-8285 2.5% annual escalation per Resolution	\$ 18.50 per each attachment	2.5%
			Collected By: Finance	R. No.: 23-9221 R. Date: 4/18/2023	Under CA Public Utilities Code Sections 9510-9520 Prop 26 Exception: 2 Full Cost: See Comments	"Full Cost" represents the amount allowable under PU Code Sections 9510-9520 which were created AB1027 2.5% annual escalation		

CITY OF SANTA CLARA MUNICIPAL FEE SCHEDULE

SUBMITTED BY DEPARTMENT / DIVISION:
ELECTRIC UTILITY

RESOLUTION NUMBER:

APPROVED:

DESCRIPTION OF FEE , RATE OR CHARGE	CURRENT FEE and PERIOD	TECHNOLOGY FEE (3.37%) APPLIES (Yes or No)	CHARGING DEPT / DIV ----- COLLECTING DEPT / DIV	DATE FEE LAST CHANGED	FEE DETAIL OBJECTIVE PROP 26 EXCEPTION (SEE READER'S GUIDE) FULL COST FACTOR	COMMENTS	PROPOSED NEW OR REVISED FEE 2024-25	Percent Change
				ORDINANCE NUMBER & DATE (if applicable)				
Distribution Pole Contact-equipment attachment	\$ 51.23 per each attachment 2.5% annual escalation	No	Charged By: Electric Collected By: Finance	Date: 4/18/2023 R. No.: 23-9221 R. Date: 4/18/2023	Objective: Recover Cost Under CA Public Utilities Code Sections 9510-9520 Prop 26 Exception: 2 Full Cost: See Comments	Resolution # 16-8285 2.5% annual escalation per Resolution "Full Cost" represents the amount allowable under PU Code Sections 9510-9520 which were created AB1027	\$ 52.51 per each attachment 2.5% annual escalation	2.5%
Distribution Pole Contact-riser attachment	\$ 37.93 per each attachment 2.5% annual escalation	No	Charged By: Electric Collected By: Finance	Date: 4/18/2023 R. No.: 23-9221 R. Date: 4/18/2023	Objective: Recover Cost Under CA Public Utilities Code Sections 9510-9520 Prop 26 Exception: 2 Full Cost: See Comments	Resolution # 16-8285 2.5% annual escalation per Resolution "Full Cost" represents the amount allowable under PU Code Sections 9510-9520 which were created AB1027	\$ 38.88 per each attachment 2.5% annual escalation	2.5%
Distribution Pole Contact-anchor attachment	\$ 3.52 per each attachment 2.5% annual escalation	No	Charged By: Electric Collected By: Finance	Date: 4/18/2023 R. No.: 23-9221 R. Date: 4/18/2023	Objective: Recover Cost Under CA Public Utilities Code Sections 9510-9520 Prop 26 Exception: 2 Full Cost: See Comments	Resolution # 16-8285 2.5% annual escalation per Resolution "Full Cost" represents the amount allowable under PU Code Sections 9510-9520 which were created AB1027	\$ 3.61 per each attachment 2.5% annual escalation	2.5%
Distribution Pole Contact-small cell	\$ 91.78 per each contact 2.5% annual escalation	No	Charged By: Electric Collected By: Finance	Date: 4/18/2023 R. No.: 23-9221 R. Date: 4/18/2023	Objective: Recover Cost Under CA Public Utilities Code Sections 9510-9520 Prop 26 Exception: 2 Full Cost: See Comments	Resolution # 16-8285 2.5% annual escalation per Resolution "Full Cost" represents the amount allowable under PU Code Sections 9510-9520 which were created AB1027	\$ 94.08 per each contact 2.5% annual escalation	2.5%

Municipal Fee Schedule



Finance

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CITY OF SANTA CLARA MUNICIPAL FEE SCHEDULE

**SUBMITTED BY DEPARTMENT / DIVISION:
FINANCE / MUNICIPAL SERVICES**

RESOLUTION NUMBER:

APPROVED:

DESCRIPTION OF FEE, RATE OR CHARGE	CURRENT FEE and PERIOD	TECHNOLOGY FEE (3.37%) APPLIES (Yes or No)	CHARGING DEPT / DIV ----- COLLECTING DEPT / DIV	DATE FEE LAST CHANGED		FEE DETAIL OBJECTIVE PROP 26 EXCEPTION (SEE READER'S GUIDE) FULL COST FACTOR	COMMENTS	PROPOSED NEW OR REVISED FEE 2024-25	Percent Change
				ORDINANCE NUMBER & DATE (if applicable)					
<u>Business Tax Certificate</u> Fixed Place of Business in Santa Clara	\$ 45 per-employee per-year Not-to-exceed-cap of \$350,000	No	Charged By: Finance Collected By: Finance-/Municipal Serv.-Business Tax	Date: Measure J adopted by electorate, 11/8/2022 O. No.: O. Date:		Objective:- Tax Prop 26 Exception: *N/A Full Cost: N/A	Tax subject to annual CPI adjustments Certain exemptions apply as defined in Chapter 3.40 of the Municipal Code * Removed because it is a tax rather than a fee. The Business Tax schedule is posted online at the City of Santa Clara's Finance - Business Tax & License page.	\$ 45 per-employee per-year Not-to-exceed-cap of \$350,000	CPI TBD CPI TBD
<u>Business Tax Certificate</u> Companies conducting business in the City without a fixed place of business	\$ % of Tax- 6 - 64 days: 25% 65 - 129 days: 50% 130+ days: 100%	No	Charged By: Finance Collected By: Finance-/Municipal Serv.-Business Tax	Date: Measure J adopted by electorate, 11/8/2022 O. No.: O. Date:		Objective:- Tax Prop 26 Exception: *N/A Full Cost: N/A	Tax based on number of employees and number of days employees doing business in Santa Clara Tax subject to annual CPI adjustments * Removed because it is a tax rather than a fee. The Business Tax schedule is posted online at the City of Santa Clara's Finance - Business Tax & License page.	\$ % of Tax- 6 - 64 days: 25% 65 - 129 days: 50% 130+ days: 100%	
<u>Business Tax Certificate</u> Rental units (3+)- --- Apartments --- Hotels/Motels	\$ 18.35 per-unit per-year \$ 15.00 per-unit per-year	No No	Charged By: Finance Collected By: Finance-/Municipal Serv.-Business Tax	Date: Measure J adopted by electorate, 11/8/2022 O. No.: O. Date:		Objective:- Tax Prop 26 Exception: *N/A Full Cost: N/A	Surcharge for apartment rental mediation = \$3.35 per-unit per-year Rental Unit Tax: \$15 per-unit per-year (all ty pes) Tax subject to annual CPI adjustments * Removed because it is a tax rather than a fee. The Business Tax schedule is posted online at the City of Santa Clara's Finance - Business Tax & License page.	\$ 18.35 per-unit per-year \$ 15.00 per-unit per-year	CPI TBD CPI TBD

CITY OF SANTA CLARA MUNICIPAL FEE SCHEDULE

**SUBMITTED BY DEPARTMENT / DIVISION:
FINANCE / MUNICIPAL SERVICES**

RESOLUTION NUMBER:

APPROVED:

DESCRIPTION OF FEE, RATE OR CHARGE	CURRENT FEE and PERIOD	TECHNOLOGY FEE (3.37%) APPLIES (Yes or No)	CHARGING DEPT / DIV ----- COLLECTING DEPT / DIV	DATE FEE LAST CHANGED	FEE DETAIL OBJECTIVE PROP 26 EXCEPTION (SEE READER'S GUIDE) FULL COST FACTOR	COMMENTS	PROPOSED NEW OR REVISED FEE 2024-25	Percent Change
				ORDINANCE NUMBER & DATE (if applicable)				
<u>Business Tax</u> Rental Unit Surcharge Apartments with 3+ Units	\$ 3.35 per unit per year	No	Charged By: Finance Collected By: Finance / Municipal Serv. - Business Tax	Date: 4/18/2023 R. No.: 23-9221 R. Date: 4/18/2023	Objective: User Fee Prop 26 Exception: 1,2 Full Cost: \$ 3.35	<u>The surcharge for apartment rental mediation was previously presented with the Apartment Rental Unit Business Tax above. Because the surcharge is a fee rather than a tax, it remains in the Municipal Fee Schedule.</u>	\$ 3.35 per unit per year	
Delinquent payment of business certificate fees tax - 30 days after due date	\$ 25% of appropriate business license tax	No	Charged By: Finance Collected By: Finance / Municipal Serv. - Business Tax	Date: Measure J adopted by electorate O. No.: O. Date: 11/8/2022 R. No.: 22-9130	Objective: Tax-Penalty Prop 26 Exception: 5 Full Cost: N/A	*The Business Tax schedule is posted online at the City of Santa Clara's Finance - Business Tax & License page.	\$ 25% of appropriate business license tax	
Change of name, address or business type as shown on current certificate	\$ 12.00 per each update	No	Charged By: Finance Collected By: Finance / Municipal Serv. - Business Tax	Date: 4/19/2022 R. No.: 22-9081 R. Date: 4/19/2022	Objective: User Fee Prop 26 Exception: 1,2 Full Cost: \$ 13.17		\$ 13.00 per each update	8.3%
<u>Business Certificate Info.</u> Special Request (Research Required)	\$ Actual cost of compilation	No	Charged By: Finance Collected By: Finance / Municipal Serv. - Business Tax	Date: 6/11/1996 O. No.: O. Date:	Objective: User Fee Prop 26 Exception: 1,2 Full Cost: Actual Cost		\$ Actual cost of compilation	
Duplicate business certificate	\$ 12.00 each	No	Charged By: Finance Collected By: Finance / Municipal Serv. - Business Tax	Date: 4/19/2022 R. No.: 22-9081 R. Date: 4/19/2022	Objective: User Fee Prop 26 Exception: 1,2 Full Cost: \$ 13.17		\$ 13.00 each	8.3%

CITY OF SANTA CLARA MUNICIPAL FEE SCHEDULE

SUBMITTED BY DEPARTMENT / DIVISION:
FINANCE / MUNICIPAL SERVICES

RESOLUTION NUMBER:

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DESCRIPTION OF FEE, RATE OR CHARGE	CURRENT FEE and PERIOD	TECHNOLOGY FEE (3.37%) APPLIES (Yes or No)	CHARGING DEPT / DIV ----- COLLECTING DEPT / DIV	DATE FEE LAST CHANGED	FEE DETAIL OBJECTIVE PROP 26 EXCEPTION (SEE READER'S GUIDE) FULL COST FACTOR	COMMENTS	PROPOSED NEW OR REVISED FEE 2024-25	Percent Change
				ORDINANCE NUMBER & DATE (if applicable)				
Amplified Music Permit	\$ 76.00	No	Charged By: Finance Collected By: Finance	Date: 4/18/2023 R. No.: 23-9221 R. Date: 4/18/2023 City Code Section: 9.05.060 (c) (2)	Objective: User Fee Prop 26 Exception: 1,2 Full Cost: \$ 79.00		\$ 79.00	3.9%
City Flag	\$ Actual Cost	No	Charged By: Finance Collected By: Finance	Date: O. No.: O. Date:	Objective: Recover Cost Prop 26 Exception: 1,2 Full Cost: Actual Cost	City Council Approved Policy 7/20/1993.	\$ Actual Cost	
Block Party Request	\$ No Charge	No	Charged By: Finance Collected By: Finance	Date: 6/15/2010 O. No.: O. Date:	Objective: User Fee Prop 26 Exception: N/A Full Cost: \$ 79.00	Fee waived to promote community spirit.	\$ No Charge	
Utility service deposit - commercial, industrial and residential	\$ Estimated three (3) month's usage based on history and/or projected load	No	Charged By: Municipal Serv. Collected By: Finance / Municipal Serv.	Date: 8/9/1966 O. No.: O. Date:	Objective: Recover Cost Prop 26 Exception: 1,2 Full Cost: As Calculated		\$ Estimated three (3) month's usage based on history and/or projected load	
Service turn-on fee (for each service)			Charged By: Municipal Serv. Collected By: Finance / Municipal Serv.	Date: 4/18/2023 R. No.: 23-9221 R. Date: 4/18/2023	Objective: Recover Cost Prop 26 Exception: 1,2 Full Cost: \$ 48.77			
Electric	\$ 48.00	No					\$ 48.00	
Water	\$ 48.00	No					\$ 48.00	

CITY OF SANTA CLARA MUNICIPAL FEE SCHEDULE

SUBMITTED BY DEPARTMENT / DIVISION:
FINANCE / MUNICIPAL SERVICES

RESOLUTION NUMBER:

APPROVED:

DESCRIPTION OF FEE, RATE OR CHARGE	CURRENT FEE and PERIOD	TECHNOLOGY FEE (3.37%) APPLIES (Yes or No)	CHARGING DEPT / DIV ----- COLLECTING DEPT / DIV	DATE FEE LAST CHANGED	FEE DETAIL OBJECTIVE PROP 26 EXCEPTION (SEE READER'S GUIDE) FULL COST FACTOR	COMMENTS	PROPOSED NEW OR REVISED FEE 2024-25	Percent Change
				ORDINANCE NUMBER & DATE (if applicable)				
Billing service charge for late payment - residential, commercial and industrial	\$ 14.00 or 1.5% per account whichever greater	No	Charged By: Municipal Serv. Collected By: Finance / Municipal Serv.	Date: 6/22/2021 R. No.: 21-8981 R. Date: 6/22/2021	Objective: Recover Cost Penalty Prop 26 Exception: 1,2,5 Full Cost: \$ 15.50		\$ 15.00 or 1.5% per account whichever greater	7.1%
Delinquent Service Letter (48 hour notice)	\$ 53.00 per account	No	Charged By: Municipal Serv. Collected By: Finance / Municipal Serv.	Date: 4/18/2023 R. No.: 23-9221 R. Date: 4/18/2023	Objective: Recover Cost Penalty Prop 26 Exception: 1,2 Full Cost: \$ 55.33		\$ 55.00 per account	3.8%
Fees for the verification of electric meter address (aka "ring out")	\$ 142.00 per address plus \$ 5.00 * per meter	No No	Charged By: Municipal Serv. Collected By: Finance / Municipal Serv.	Date: 4/18/2023 R. No.: 23-9221 R. Date: 4/18/2023	Objective: Recover Cost Prop 26 Exception: 1,2 Full Cost: \$ 147.33	* Per meter full cost is \$12	\$ 147.00 per address plus \$ 5.00 * per meter	3.5%
Utility Billing Splitting or Combining Accounts	\$ 158.00 per account	No	Charged By: Municipal Serv. Collected By: Finance / Municipal Serv.	Date: 4/18/2023 R. No.: 23-9221 R. Date: 4/18/2023	Objective: Recover Cost Prop 26 Exception: 1,2 Full Cost: \$ 164.00		\$ 164.00 per account	3.8%
<u>Municipal Services Information</u> Special Request (Request Research)	\$ Actual cost of compilation	No	Charged By: Municipal Serv. Collected By: Finance / Municipal Serv.	Date: 6/12/2001 O. No.: O. Date:	Objective: Recover Cost Prop 26 Exception: 1,2 Full Cost: Actual Cost		\$ Actual cost of compilation	

CITY OF SANTA CLARA MUNICIPAL FEE SCHEDULE

SUBMITTED BY DEPARTMENT / DIVISION:
FINANCE / MUNICIPAL SERVICES

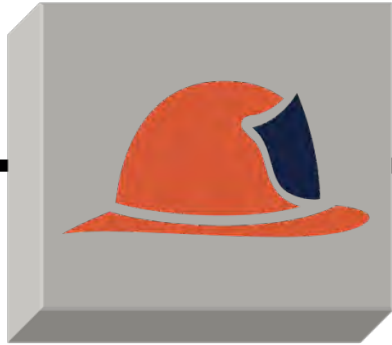
RESOLUTION NUMBER:

APPROVED:

DESCRIPTION OF FEE, RATE OR CHARGE	CURRENT FEE and PERIOD	TECHNOLOGY FEE (3.37%) APPLIES (Yes or No)	CHARGING DEPT / DIV ----- COLLECTING DEPT / DIV	DATE FEE LAST CHANGED	FEE DETAIL OBJECTIVE PROP 26 EXCEPTION (SEE READER'S GUIDE) FULL COST FACTOR	COMMENTS	PROPOSED NEW OR REVISED FEE 2024-25	Percent Change
				ORDINANCE NUMBER & DATE (if applicable)				
10-day letter for house meter for up to 10 units	\$ 134.00	No	Charged By: Municipal Serv.	Date: 4/18/2023	Objective: Recover Cost		\$ 139.00	3.7%
For each full or partial increment of 10 thereafter	\$ 19.00	No	Collected By: Finance / Municipal Serv.	R. No.: 23-9221 R. Date: 4/18/2023	Prop 26 Exception: 1,2 Full Cost: \$ 139.67		\$ 22.00	15.8%
Meter reading more than once per month 1st meter per location	\$ 91.00	No	Charged By: Municipal Serv.	Date: 4/18/2023	Objective: Recover Cost		\$ 95.00	4.4%
			Collected By: Finance / Municipal Serv.	R. No.: 23-9221 R. Date: 4/18/2023	Prop 26 Exception: 1,2 Full Cost: \$ 95.17			
Delinquent Reconnect Fee	\$ 79.00 per account	No	Charged By: Municipal Serv.	Date: 4/18/2023	Objective: Recover Cost Penalty		\$ 83.00 per account	5.1%
			Collected By: Finance / Municipal Serv.	R. No.: 23-9221 R. Date: 4/18/2023	Prop 26 Exception: 1,2 Full Cost: \$ 83.00			

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Municipal Fee Schedule



Fire

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CITY OF SANTA CLARA MUNICIPAL FEE SCHEDULE

SUBMITTED BY DEPARTMENT / DIVISION:
FIRE / TRAINING FEES

RESOLUTION NUMBER:

APPROVED:

DESCRIPTION OF FEE, RATE OR CHARGE	CURRENT FEE and PERIOD	TECHNOLOGY FEE (3.37%) APPLIES (Yes or No)	CHARGING DEPT / DIV ----- COLLECTING DEPT / DIV	DATE FEE LAST CHANGED	FEE DETAIL OBJECTIVE PROP 26 EXCEPTION (SEE READER'S GUIDE) FULL COST FACTOR	COMMENTS	PROPOSED NEW OR REVISED FEE 2024-25	Percent Change
				RESOLUTION NUMBER & DATE (if applicable)				
Training Fee- CPR – Adult Heart Saver (4 Hours)	\$ 1,302.00 Per 6 Persons	No	Charged By: Fire/Training Collected By: Fire/Training	Date: 4/18/2023 R. No.: 23-9221 R. Date: 4/18/2023	Objective: Recover Cost User Fee Prop 26 Exception: * N/A Full Cost: \$ 1,356.25		\$ 1,356.00 Per 6 Persons	4.1%
Training Fee- CPR – Adult/Pediatric Heart Saver (6 Hours)	\$ 1,823.00 Per 6 Persons	No	Charged By: Fire/Training Collected By: Fire/Training	Date: 4/18/2023 R. No.: 23-9221 R. Date: 4/18/2023	Objective: Recover Cost User Fee Prop 26 Exception: * N/A Full Cost: \$ 1,898.75		\$ 1,898.00 Per 6 Persons	4.1%
Training Fee- First Aid (4 Hours)	\$ 1,302.00 Per 6 Persons	No	Charged By: Fire/Training Collected By: Fire/Training	Date: 4/18/2023 R. No.: 23-9221 R. Date: 4/18/2023	Objective: Recover Cost User Fee Prop 26 Exception: * N/A Full Cost: \$ 1,356.25		\$ 1,356.00 Per 6 Persons	4.1%

(* Note: "N/A" here signifies the fee, rate, or charge is not a fee imposed exclusively by local government.)

CITY OF SANTA CLARA MUNICIPAL FEE SCHEDULE

SUBMITTED BY DEPARTMENT / DIVISION:
FIRE / TRAINING FEES

RESOLUTION NUMBER:

APPROVED:

DESCRIPTION OF FEE, RATE OR CHARGE	CURRENT FEE and PERIOD	TECHNOLOGY FEE (3.37%) APPLIES (Yes or No)	CHARGING DEPT / DIV ----- COLLECTING DEPT / DIV	DATE FEE LAST CHANGED	FEE DETAIL OBJECTIVE PROP 26 EXCEPTION (SEE READER'S GUIDE) FULL COST FACTOR	COMMENTS	PROPOSED NEW OR REVISED FEE 2024-25	Percent Change
				RESOLUTION NUMBER & DATE (if applicable)				
Training Fee- PALS/ACLS Recognition (2 Days)	\$ 2,937.00 Per 6 Persons	No	Charged By: Fire/Training Collected By: Fire/Training	Date: 4/18/2023 R. No.: 23-9221 R. Date: 4/18/2023	Objective: Recover Cost User Fee Prop 26 Exception: * N/A Full Cost: \$ 3,066.67		\$ 3,066.00 Per 6 Persons	4.4%
Training Fee- PALS/ACLS Re-Recognition (1 Day)	\$ 1,468.00 Per 6 Persons	No	Charged By: Fire/Training Collected By: Fire/Training	Date: 4/18/2023 R. No.: 23-9221 R. Date: 4/18/2023	Objective: Recover Cost User Fee Prop 26 Exception: * N/A Full Cost: \$ 1,533.33		\$ 1,533.00 Per 6 Persons	4.4%
Training Fee- Fire Extinguisher Training (2 Hours) <i>Does not include fees for fire extinguisher use.</i>	\$ 400.00 Limit 12 Persons	No	Charged By: Fire/Training Collected By: Fire/Training	Date: 4/18/2023 R. No.: 23-9221 R. Date: 4/18/2023	Objective: Recover Cost User Fee Prop 26 Exception: * N/A Full Cost: \$ 412.75		\$ 412.00 Limit 12 Persons	3.0%
Training Fee- Safety and Evacuation Lecture (2 Hours)	\$ 431.00 Limit 20 Persons	No	Charged By: Fire/Training Collected By: Fire/Training	Date: 4/18/2023 R. No.: 23-9221 R. Date: 4/18/2023	Objective: Recover Cost User Fee Prop 26 Exception: * N/A Full Cost: \$ 445.75		\$ 445.00 Limit 20 Persons	3.2%

(* Note: "N/A" here signifies the fee, rate, or charge is not a fee imposed exclusively by local government.)

CITY OF SANTA CLARA MUNICIPAL FEE SCHEDULE

SUBMITTED BY DEPARTMENT / DIVISION:
FIRE / RENTAL AND RESOURCES FEES

RESOLUTION NUMBER:

APPROVED:

DESCRIPTION OF FEE , RATE OR CHARGE	CURRENT FEE and PERIOD	TECHNOLOGY FEE (3.37%) APPLIES (Yes or No)	CHARGING DEPT / DIV ----- COLLECTING DEPT / DIV	DATE FEE LAST CHANGED	FEE DETAIL OBJECTIVE PROP 26 EXCEPTION (SEE READER'S GUIDE) FULL COST FACTOR	COMMENTS	PROPOSED NEW OR REVISED FEE 2024-25	Percent Change
				RESOLUTION NUMBER & DATE (if applicable)				
Facility Rental Fee: Headquarters' Conference Room Rental	\$ 199.00 per hour	No	Charged By: Fire Collected By: Fire/Administration	Date: 4/18/2023 R. No.: 23-9221 R. Date: 4/18/2023	Objective: User Fee Prop 26 Exception: 4 Full Cost: \$ 208.50		\$ 208.00 per hour	4.5%
Facility Rental Fee: Training Center: Classroom (Limit 80 persons)	\$ 199.00 per hour	No	Charged By: Fire Collected By: Fire/Administration	Date: 4/18/2023 R. No.: 23-9221 R. Date: 4/18/2023	Objective: User Fee Prop 26 Exception: 4 Full Cost: \$ 208.50		\$ 208.00 per hour	4.5%
Facility Rental Fee: Training Center: Classroom (Limit 30 persons)	\$ 199.00 per hour	No	Charged By: Fire Collected By: Fire/Administration	Date: 4/18/2023 R. No.: 23-9221 R. Date: 4/18/2023	Objective: User Fee Prop 26 Exception: 4 Full Cost: \$ 208.50		\$ 208.00 per hour	4.5%
Facility Rental Fee: Training Center: Classroom (Limit 20 persons)	\$ 199.00 per hour	No	Charged By: Fire Collected By: Fire/Administration	Date: 4/18/2023 R. No.: 23-9221 R. Date: 4/18/2023	Objective: User Fee Prop 26 Exception: 4 Full Cost: \$ 208.50		\$ 208.00 per hour	4.5%

CITY OF SANTA CLARA MUNICIPAL FEE SCHEDULE

SUBMITTED BY DEPARTMENT / DIVISION:
FIRE / RENTAL AND RESOURCES FEES

RESOLUTION NUMBER:

APPROVED:

DESCRIPTION OF FEE , RATE OR CHARGE	CURRENT FEE and PERIOD	TECHNOLOGY FEE (3.37%) APPLIES (Yes or No)	CHARGING DEPT / DIV ----- COLLECTING DEPT / DIV	DATE FEE LAST CHANGED	FEE DETAIL OBJECTIVE PROP 26 EXCEPTION (SEE READER'S GUIDE) FULL COST FACTOR	COMMENTS	PROPOSED NEW OR REVISED FEE 2024-25	Percent Change
				RESOLUTION NUMBER & DATE (if applicable)				
Facility Rental Fee: Training Center: Drill Grounds/Tower	\$ 199.00 per hour	No	Charged By: Fire Collected By: Fire/Administration	Date: 4/18/2023 R. No.: 23-9221 R. Date: 4/18/2023	Objective: User Fee Prop 26 Exception: 4 Full Cost: \$ 208.50		\$ 208.00 per hour	4.5%
Resource Fees: Stand-by (One Engine for Permitted Activity)	\$ 503.00 per hour	No	Charged By: Fire Collected By: Fire/Administration	Date: 4/18/2023 R. No.: 23-9221 R. Date: 4/18/2023	Objective: User Fee Prop 26 Exception: 1,2 Full Cost: \$ 522.75		\$ 522.00 per hour	3.8%
Resource Fees: Fire Watch (Per Person)	\$ 279.00 per hour	No	Charged By: Fire Collected By: Fire/Administration	Date: 4/18/2023 R. No.: 23-9221 R. Date: 4/18/2023	Objective: User Fee Prop 26 Exception: 1,2 Full Cost: \$ 283.00		\$ 283.00 per hour	1.4%
Resource Fees: Water Clean-up – Industrial and Commercial (1 Engine)	\$ 513.00 per hour	No	Charged By: Fire Collected By: Fire/Administration	Date: 4/18/2023 R. No.: 23-9221 R. Date: 4/18/2023	Objective: User Fee Prop 26 Exception: 1,2 Full Cost: \$ 533.00		\$ 533.00 per hour	3.9%

CITY OF SANTA CLARA MUNICIPAL FEE SCHEDULE

SUBMITTED BY DEPARTMENT / DIVISION:
FIRE / RENTAL AND RESOURCES FEES

RESOLUTION NUMBER:

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DESCRIPTION OF FEE , RATE OR CHARGE	CURRENT FEE and PERIOD	TECHNOLOGY FEE (3.37%) APPLIES (Yes or No)	CHARGING DEPT / DIV ----- COLLECTING DEPT / DIV	DATE FEE LAST CHANGED	FEE DETAIL OBJECTIVE PROP 26 EXCEPTION (SEE READER'S GUIDE) FULL COST FACTOR	COMMENTS	PROPOSED NEW OR REVISED FEE 2024-25	Percent Change
				RESOLUTION NUMBER & DATE (if applicable)				
Resource Fees: Water Clean-up – Industrial and Commercial (1 Truck)	\$ 671.00 per hour	No	Charged By: Fire Collected By: Fire/Administration	Date: 4/18/2023 R. No.: 23-9221 R. Date: 4/18/2023	Objective: User Fee Prop 26 Exception: 1,2 Full Cost: \$ 697.00		\$ 697.00 per hour	3.9%
Resource Fees: Water Clean-up – Industrial and Commercial (1 Haz-Mat)	\$ 170.00 per hour	No	Charged By: Fire Collected By: Fire/Administration	Date: 4/18/2023 R. No.: 23-9221 R. Date: 4/18/2023	Objective: User Fee Prop 26 Exception: 1,2 Full Cost: \$ 175.00		\$ 175.00 per hour	2.9%
Resource Fees: Water Clean-up – Industrial and Commercial (1 Battalion Chief)	\$ 244.00 per hour	No	Charged By: Fire Collected By: Fire/Administration	Date: 4/18/2023 R. No.: 23-9221 R. Date: 4/18/2023	Objective: User Fee Prop 26 Exception: 1,2 Full Cost: \$ 257.00		\$ 257.00 per hour	5.3%
Resource Fees: DUI Fire Response	\$ 513.00 per hour	No	Charged By: Fire Collected By: Fire/Administration	Date: 4/18/2023 R. No.: 23-9221 R. Date: 4/18/2023	Objective: User Fee Prop 26 Exception: 1,2 Full Cost: \$ 533.00		\$ 533.00 per hour	3.9%

CITY OF SANTA CLARA MUNICIPAL FEE SCHEDULE

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FIRE / CONSTRUCTION PERMITS

RESOLUTION NUMBER:

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DESCRIPTION OF FEE , RATE OR CHARGE	CURRENT FEE and PERIOD	TECHNOLOGY FEE (3.37%) APPLIES (Yes or No)	CHARGING DEPT / DIV ----- COLLECTING DEPT / DIV	DATE FEE LAST CHANGED	FEE DETAIL OBJECTIVE PROP 26 EXCEPTION (SEE READER'S GUIDE) FULL COST FACTOR	COMMENTS	PROPOSED NEW OR REVISED FEE 2024-25	Percent Change
				RESOLUTION NUMBER & DATE (if applicable)				
Alternate Materials, Design and Methods of Construction and Equipment	\$ 1,905.00	Yes	Charged By: Fire/Prevention Collected By: Fire/Prevention Permit Center	Date: 4/18/2023 R. No.: 23-9221 R. Date: 4/18/2023	Objective: Recover Cost User Fee Prop 26 Exception: 1,2,3 Full Cost: \$ 1,981.00	Phasing in full cost recovery over 3 year period FY 22/23: 1/3 FY 23/24: 1/3 FY 24/25: 1/3	\$ 1,981.00	4.0%
Automatic Fire Extinguishing Systems: Special Hazard Systems (including Halon, Wet and Dry Chemical Systems, CO2, Foam and Similar Systems).	\$ 1,742.00	Yes	Charged By: Fire/Prevention Collected By: Fire/Prevention	Date: 4/18/2023 R. No.: 23-9221 R. Date: 4/18/2023	Objective: Recover Cost User Fee Prop 26 Exception: 1,2,3 Full Cost: \$ 1,698.00	Phasing in full cost recovery over 3 year period FY 22/23: 1/3 FY 23/24: 1/3 FY 24/25: 1/3	\$ 1,698.00	-2.5%
Automatic Fire Extinguishing Systems: Hood & Duct per system	\$ 1,209.00	Yes	Charged By: Fire/Prevention Collected By: Fire/Prevention	Date: 4/18/2023 R. No.: 23-9221 R. Date: 4/18/2023	Objective: Recover Cost User Fee Prop 26 Exception: 1,2,3 Full Cost: \$ 991.00	Phasing in full cost recovery over 3 year period FY 22/23: 1/3 FY 23/24: 1/3 FY 24/25: 1/3	\$ 991.00	-18.0%
Automatic Fire Sprinkler Systems - New: 1-49 heads	\$ 1,281.00	Yes	Charged By: Fire/Prevention Collected By: Fire/Prevention	Date: 4/18/2023 R. No.: 23-9221 R. Date: 4/18/2023	Objective: Recover Cost User Fee Prop 26 Exception: 1,2,3 Full Cost: \$ 1,415.00	Phasing in full cost recovery over 3 year period FY 22/23: 1/3 FY 23/24: 1/3 FY 24/25: 1/3	\$ 1,415.00	10.5%

CITY OF SANTA CLARA MUNICIPAL FEE SCHEDULE

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DESCRIPTION OF FEE , RATE OR CHARGE	CURRENT FEE and PERIOD	TECHNOLOGY FEE (3.37%) APPLIES (Yes or No)	CHARGING DEPT / DIV ----- COLLECTING DEPT / DIV	DATE FEE LAST CHANGED	FEE DETAIL OBJECTIVE PROP 26 EXCEPTION (SEE READER'S GUIDE) FULL COST FACTOR	COMMENTS	PROPOSED NEW OR REVISED FEE 2024-25	Percent Change
				RESOLUTION NUMBER & DATE (if applicable)				
Automatic Fire Sprinkler Systems - New: 50-100 heads	\$ 2,049.00	Yes	Charged By: Fire/Prevention Collected By: Fire/Prevention	Date: 4/18/2023 R. No.: 23-9221 R. Date: 4/18/2023	Objective: Recover Cost User Fee Prop 26 Exception: 1,2,3 Full Cost: \$ 2,264.00	Phasing in full cost recovery over 3 year period FY 22/23: 1/3 FY 23/24: 1/3 FY 24/25: 1/3	\$ 2,264.00	10.5%
Automatic Fire Sprinkler Systems - New: 101-200 heads	\$ 3,331.00	Yes	Charged By: Fire/Prevention Collected By: Fire/Prevention	Date: 4/18/2023 R. No.: 23-9221 R. Date: 4/18/2023	Objective: Recover Cost User Fee Prop 26 Exception: 1,2,3 Full Cost: \$ 3,679.00	Phasing in full cost recovery over 3 year period FY 22/23: 1/3 FY 23/24: 1/3 FY 24/25: 1/3	\$ 3,679.00	10.4%
Automatic Fire Sprinkler Systems - New: Each additional 100 heads (>200 heads)	\$ 768.00	Yes	Charged By: Fire/Prevention Collected By: Fire/Prevention	Date: 4/18/2023 R. No.: 23-9221 R. Date: 4/18/2023	Objective: Recover Cost User Fee Prop 26 Exception: 1,2,3 Full Cost: \$ 849.00	Phasing in full cost recovery over 3 year period FY 22/23: 1/3 FY 23/24: 1/3 FY 24/25: 1/3	\$ 849.00	10.5%
Automatic Fire Sprinkler Systems - Existing: 1-49 heads, no calculations	\$ 952.00	Yes	Charged By: Fire/Prevention Collected By: Fire/Prevention	Date: 4/18/2023 R. No.: 23-9221 R. Date: 4/18/2023	Objective: Recover Cost User Fee Prop 26 Exception: 1,2,3 Full Cost: \$ 1,061.25	Phasing in full cost recovery over 3 year period FY 22/23: 1/3 FY 23/24: 1/3 FY 24/25: 1/3	\$ 1,061.00	11.4%

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				RESOLUTION NUMBER & DATE (if applicable)				
Automatic Fire Sprinkler Systems - Existing: 50-100 heads, no calculations	\$ 1,024.00	Yes	Charged By: Fire/Prevention Collected By: Fire/Prevention	Date: 4/18/2023 R. No.: 23-9221 R. Date: 4/18/2023	Objective: Recover Cost User Fee Prop 26 Exception: 1,2,3 Full Cost: \$ 1,344.00	Phasing in full cost recovery over 3 year period FY 22/23: 1/3 FY 23/24: 1/3 FY 24/25: 1/3	\$ 1,344.00	31.3%
Automatic Fire Sprinkler Systems - Existing: 1-49 heads, with calculations	\$ 1,665.00	Yes	Charged By: Fire/Prevention Collected By: Fire/Prevention	Date: 4/18/2023 R. No.: 23-9221 R. Date: 4/18/2023	Objective: Recover Cost User Fee Prop 26 Exception: 1,2,3 Full Cost: \$ 1,839.50	Phasing in full cost recovery over 3 year period FY 22/23: 1/3 FY 23/24: 1/3 FY 24/25: 1/3	\$ 1,839.00	10.5%
Automatic Fire Sprinkler Systems - Existing: 50-100 heads, with calculations	\$ 1,921.00	Yes	Charged By: Fire/Prevention Collected By: Fire/Prevention	Date: 4/18/2023 R. No.: 23-9221 R. Date: 4/18/2023	Objective: Recover Cost User Fee Prop 26 Exception: 1,2,3 Full Cost: \$ 2,122.50	Phasing in full cost recovery over 3 year period FY 22/23: 1/3 FY 23/24: 1/3 FY 24/25: 1/3	\$ 2,122.00	10.5%
Automatic Fire Sprinkler Systems - Existing: Systems - Existing: 101-200 heads, with calculations	\$ 3,074.00	Yes	Charged By: Fire/Prevention Collected By: Fire/Prevention	Date: 4/18/2023 R. No.: 23-9221 R. Date: 4/18/2023	Objective: Recover Cost User Fee Prop 26 Exception: 1,2,3 Full Cost: \$ 3,396.00	Phasing in full cost recovery over 3 year period FY 22/23: 1/3 FY 23/24: 1/3 FY 24/25: 1/3	\$ 3,396.00	10.5%

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				RESOLUTION NUMBER & DATE (if applicable)				
Automatic Fire Sprinkler Systems - Existing: Each additional 100 heads (>200 heads)	\$ 383.00	Yes	Charged By: Fire/Prevention Collected By: Fire/Prevention	Date: 4/18/2023 R. No.: 23-9221 R. Date: 4/18/2023	Objective: Recover Cost User Fee Prop 26 Exception: 1,2,3 Full Cost: \$ 424.50	Phasing in full cost recovery over 3 year period FY 22/23: 1/3 FY 23/24: 1/3 FY 24/25: 1/3	\$ 424.00	10.7%
Building Plans	\$ 35% of Building Department Fee \$904 Minimum	Yes	Charged By: Permit Center Collected By: Permit Center	Date: 4/18/2023 R. No.: 23-9221 R. Date: 4/18/2023	Objective: Recover Cost User Fee Prop 26 Exception: 1,2,3 Full Cost: \$ 990.50	Phasing in full cost recovery over 3 year period FY 22/23: 1/3 FY 23/24: 1/3 FY 24/25: 1/3	\$ 35% of Building Department Fee \$990 Minimum	9.5%
Carnivals and Fairs	\$ 1,136.00 per event	Yes	Charged By: Fire/Prevention Collected By: Fire/Prevention	Date: 4/18/2023 R. No.: 23-9221 R. Date: 4/18/2023	Objective: Recover Cost User Fee Prop 26 Exception: 1,2,3 Full Cost: \$ 1,415.00	Phasing in full cost recovery over 3 year period FY 22/23: 1/3 FY 23/24: 1/3 FY 24/25: 1/3	\$ 1,415.00 per event	24.6%
Closure of an Onsite Hazardous Waste Treatment System: Conditionally Authorized and Conditionally Exempt	\$ 985.00	Yes	Charged By: Fire Collected By: Fire/Prevention	Date: 4/18/2023 R. No.: 23-9221 R. Date: 4/18/2023	Objective: Recover Cost User Fee Prop 26 Exception: 1,2,3 Full Cost: \$ 1,132.00	Phasing in full cost recovery over 3 year period FY 22/23: 1/3 FY 23/24: 1/3 FY 24/25: 1/3	\$ 1,132.00	14.9%

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				RESOLUTION NUMBER & DATE (if applicable)				
Closure of an Onsite Hazardous Waste Treatment System: Permit by Rule	\$ 1,224.00	Yes	Charged By: Fire Collected By: Fire/Prevention	Date: 4/18/2023 R. No.: 23-9221 R. Date: 4/18/2023	Objective: Recover Cost User Fee Prop 26 Exception: 1,2,3 Full Cost: \$ 1,415.00	Phasing in full cost recovery over 3 year period FY 22/23: 1/3 FY 23/24: 1/3 FY 24/25: 1/3	\$ 1,415.00	15.6%
Compressed Gas Installation	\$ 1,730.00	Yes	Charged By: Fire/Prevention Collected By: Fire/Prevention	Date: 4/18/2023 R. No.: 23-9221 R. Date: 4/18/2023	Objective: Recover Cost User Fee Prop 26 Exception: 1,2,3 Full Cost: \$ 1,981.00	Phasing in full cost recovery over 3 year period FY 22/23: 1/3 FY 23/24: 1/3 FY 24/25: 1/3	\$ 1,981.00	14.5%
Cooking Oil Storage Tanks	\$ 1,280.00	Yes	Charged By: Fire/Prevention Collected By: Fire/Prevention	Date: 4/18/2023 R. No.: 23-9221 R. Date: 4/18/2023	Objective: Recover Cost User Fee Prop 26 Exception: 1,2,3 Full Cost: \$ 1,415.00	Phasing in full cost recovery over 3 year period FY 22/23: 1/3 FY 23/24: 1/3 FY 24/25: 1/3	\$ 1,415.00	10.5%
Demolition of Building	\$ 1,136.00	Yes	Charged By: Fire Collected By: Fire/Prevention	Date: 4/18/2023 R. No.: 23-9221 R. Date: 4/18/2023	Objective: Recover Cost User Fee Prop 26 Exception: 1,2,3 Full Cost: \$	Phasing in full cost recovery over 3 year period FY 22/23: 1/3 FY 23/24: 1/3 FY 24/25: 1/3	\$	

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				RESOLUTION NUMBER & DATE (if applicable)				
Emergency Responder Radio Coverage System	\$ 4,446.00	Yes	Charged By: Fire/Prevention Collected By: Fire/Prevention	Date: 4/18/2023 R. No.: 23-9221 R. Date: 4/18/2023	Objective: Recover Cost User Fee Prop 26 Exception: 1,2,3 Full Cost: \$ 5,094.00	Phasing in full cost recovery over 3 year period FY 22/23: 1/3 FY 23/24: 1/3 FY 24/25: 1/3	\$ 5,094.00	14.6%
Emergency Alarm Systems: New System – No Gas Detection	\$ 2,049.00	Yes	Charged By: Fire/Prevention Collected By: Fire/Prevention	Date: 4/18/2023 R. No.: 23-9221 R. Date: 4/18/2023	Objective: Recover Cost User Fee Prop 26 Exception: 1,2,3 Full Cost: \$ 2,264.00	Phasing in full cost recovery over 3 year period FY 22/23: 1/3 FY 23/24: 1/3 FY 24/25: 1/3	\$ 2,264.00	10.5%
Emergency Alarm Systems: Modification – No Gas Detection	\$ 1,117.00	Yes	Charged By: Fire/Prevention Collected By: Fire/Prevention	Date: 4/18/2023 R. No.: 23-9221 R. Date: 4/18/2023	Objective: Recover Cost User Fee Prop 26 Exception: 1,2,3 Full Cost: \$ 1,132.00		\$ 1,132.00	1.3%
Emergency Alarm Systems: New System - Including Gas Detection	\$ 2,561.00	Yes	Charged By: Fire/Prevention Collected By: Fire/Prevention	Date: 4/18/2023 R. No.: 23-9221 R. Date: 4/18/2023	Objective: Recover Cost User Fee Prop 26 Exception: 1,2,3 Full Cost: \$ 2,830.00	Phasing in full cost recovery over 3 year period FY 22/23: 1/3 FY 23/24: 1/3 FY 24/25: 1/3	\$ 2,830.00	10.5%

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				RESOLUTION NUMBER & DATE (if applicable)				
Emergency Alarm Systems: Modification Including Gas Detection	\$ 1,369.00	Yes	Charged By: Fire/Prevention Collected By: Fire/Prevention	Date: 4/18/2023 R. No.: 23-9221 R. Date: 4/18/2023	Objective: Recover Cost User Fee Prop 26 Exception: 1,2,3 Full Cost: \$ 1,415.00		\$ 1,415.00	3.4%
Engineering Referrals (Parcel maps, public roads, EVAE's, public fire hydrants)	\$ 880.00	Yes	Charged By: Fire Collected By: Fire/Prevention	Date: 4/18/2023 R. No.: 23-9221 R. Date: 4/18/2023	Objective: Recover Cost User Fee Prop 26 Exception: 1,2,3 Full Cost: \$ 1,132.00	Phasing in full cost recovery over 3 year period FY 22/23: 1/3 FY 23/24: 1/3 FY 24/25: 1/3	\$ 1,132.00	28.6%
Environmental Impact Report Initial Review (includes 6 hours of review)	\$ 1,976.00	Yes	Charged By: Fire/Prevention Collected By: Fire/Prevention	Date: 4/18/2023 R. No.: 23-9221 R. Date: 4/18/2023	Objective: Recover Cost User Fee Prop 26 Exception: 1,2,3 Full Cost: \$ 2,264.00	Phasing in full cost recovery over 3 year period FY 22/23: 1/3 FY 23/24: 1/3 FY 24/25: 1/3	\$ 2,264.00	14.6%
Environmental Impact Report each additional hour after initial review	\$ 256.00	Yes	Charged By: Fire/Prevention Collected By: Fire/Prevention	Date: 4/18/2023 R. No.: 23-9221 R. Date: 4/18/2023	Objective: Recover Cost User Fee Prop 26 Exception: 1,2,3 Full Cost: \$ 283.00	Phasing in full cost recovery over 3 year period FY 22/23: 1/3 FY 23/24: 1/3 FY 24/25: 1/3	\$ 283.00	10.5%

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				RESOLUTION NUMBER & DATE (if applicable)				
Exhibit and Trade Shows	\$ 1,392.00	Yes	Charged By: Fire/Prevention Collected By: Fire/Prevention	Date: 4/18/2023 R. No.: 23-9221 R. Date: 4/18/2023	Objective: Recover Cost User Fee Prop 26 Exception: 1,2,3 Full Cost: \$ 1,415.00	Phasing in full cost recovery over 3 year period FY 22/23: 1/3 FY 23/24: 1/3 FY 24/25: 1/3	\$ 1,415.00	1.7%
Fire Alarm Systems (Non-high rise and R-2 Occupancies: 1-20 Devices	\$ 1,024.00	Yes	Charged By: Fire/Prevention Collected By: Fire/Prevention	Date: 4/18/2023 R. No.: 23-9221 R. Date: 4/18/2023	Objective: Recover Cost User Fee Prop 26 Exception: 1,2,3 Full Cost: \$ 1,132.00	Phasing in full cost recovery over 3 year period FY 22/23: 1/3 FY 23/24: 1/3 FY 24/25: 1/3	\$ 1,132.00	10.5%
Fire Alarm Systems (Non-high rise and R-2 Occupancies: 21-40 Devices	\$ 1,537.00	Yes	Charged By: Fire/Prevention Collected By: Fire/Prevention	Date: 4/18/2023 R. No.: 23-9221 R. Date: 4/18/2023	Objective: Recover Cost User Fee Prop 26 Exception: 1,2,3 Full Cost: \$ 1,698.00	Phasing in full cost recovery over 3 year period FY 22/23: 1/3 FY 23/24: 1/3 FY 24/25: 1/3	\$ 1,698.00	10.5%
Fire Alarm Systems (Non-high rise and R-2 Occupancies: 41-100 Devices	\$ 2,561.00	Yes	Charged By: Fire/Prevention Collected By: Fire/Prevention	Date: 4/18/2023 R. No.: 23-9221 R. Date: 4/18/2023	Objective: Recover Cost User Fee Prop 26 Exception: 1,2,3 Full Cost: \$ 2,830.00	Phasing in full cost recovery over 3 year period FY 22/23: 1/3 FY 23/24: 1/3 FY 24/25: 1/3	\$ 2,830.00	10.5%

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				RESOLUTION NUMBER & DATE (if applicable)				
Fire Alarm Systems (Non-high rise and R-2 Occupancies): 101-200 Devices	\$ 3,331.00	Yes	Charged By: Fire/Prevention Collected By: Fire/Prevention	Date: 4/18/2023 R. No.: 23-9221 R. Date: 4/18/2023	Objective: Recover Cost User Fee Prop 26 Exception: 1,2,3 Full Cost: \$ 3,679.00	Phasing in full cost recovery over 3 year period FY 22/23: 1/3 FY 23/24: 1/3 FY 24/25: 1/3	\$ 3,679.00	10.4%
Fire Alarm Systems (Non-high rise and R-2 Occupancies): Each additional 50 devices (>200 devices)	\$ 512.00	Yes	Charged By: Fire/Prevention Collected By: Fire/Prevention	Date: 4/18/2023 R. No.: 23-9221 R. Date: 4/18/2023	Objective: Recover Cost User Fee Prop 26 Exception: 1,2,3 Full Cost: \$ 566.00	Phasing in full cost recovery over 3 year period FY 22/23: 1/3 FY 23/24: 1/3 FY 24/25: 1/3	\$ 566.00	10.5%
Fire Alarm Systems with pre-wire inspection required (high rise and R-2 occupancies): 1-20 Devices	\$ 1,280.00	Yes	Charged By: Fire/Prevention Collected By: Fire/Prevention	Date: 4/18/2023 R. No.: 23-9221 R. Date: 4/18/2023	Objective: Recover Cost User Fee Prop 26 Exception: 1,2,3 Full Cost: \$ 1,415.00	Phasing in full cost recovery over 3 year period FY 22/23: 1/3 FY 23/24: 1/3 FY 24/25: 1/3	\$ 1,415.00	10.5%
Fire Alarm Systems with pre-wire inspection required (high rise and R-2 occupancies): 21-40 Devices	\$ 2,049.00	Yes	Charged By: Fire/Prevention Collected By: Fire/Prevention	Date: 4/18/2023 R. No.: 23-9221 R. Date: 4/18/2023	Objective: Recover Cost User Fee Prop 26 Exception: 1,2,3 Full Cost: \$ 2,264.00	Phasing in full cost recovery over 3 year period FY 22/23: 1/3 FY 23/24: 1/3 FY 24/25: 1/3	\$ 2,264.00	10.5%

CITY OF SANTA CLARA MUNICIPAL FEE SCHEDULE

SUBMITTED BY DEPARTMENT / DIVISION:
FIRE / CONSTRUCTION PERMITS

RESOLUTION NUMBER:

APPROVED:

DESCRIPTION OF FEE, RATE OR CHARGE	CURRENT FEE and PERIOD	TECHNOLOGY FEE (3.37%) APPLIES (Yes or No)	CHARGING DEPT / DIV ----- COLLECTING DEPT / DIV	DATE FEE LAST CHANGED	FEE DETAIL OBJECTIVE PROP 26 EXCEPTION (SEE READER'S GUIDE) FULL COST FACTOR	COMMENTS	PROPOSED NEW OR REVISED FEE 2024-25	Percent Change
				RESOLUTION NUMBER & DATE (if applicable)				
Fire Alarm Systems with pre-wire inspection required (high rise and R-2 occupancies): 41-100 Devices	\$ 3,075.00	Yes	Charged By: Fire/Prevention Collected By: Fire/Prevention	Date: 4/18/2023 R. No.: 23-9221 R. Date: 4/18/2023	Objective: Recover Cost User Fee Prop 26 Exception: 1,2,3 Full Cost: \$ 3,396.00	Phasing in full cost recovery over 3 year period FY 22/23: 1/3 FY 23/24: 1/3 FY 24/25: 1/3	\$ 3,396.00	10.4%
Fire Alarm Systems with pre-wire inspection required (high rise and R-2 occupancies): 101-200 Devices	\$ 3,843.00	Yes	Charged By: Fire/Prevention Collected By: Fire/Prevention	Date: 4/18/2023 R. No.: 23-9221 R. Date: 4/18/2023	Objective: Recover Cost User Fee Prop 26 Exception: 1,2,3 Full Cost: \$ 4,245.00	Phasing in full cost recovery over 3 year period FY 22/23: 1/3 FY 23/24: 1/3 FY 24/25: 1/3	\$ 4,245.00	10.5%
Fire Alarm Systems with pre-wire inspection required (high rise and R-2 occupancies): Each additional 50 devices (>200 devices)	\$ 768.00	Yes	Charged By: Fire/Prevention Collected By: Fire/Prevention	Date: 4/18/2023 R. No.: 23-9221 R. Date: 4/18/2023	Objective: Recover Cost User Fee Prop 26 Exception: 1,2,3 Full Cost: \$ 849.00	Phasing in full cost recovery over 3 year period FY 22/23: 1/3 FY 23/24: 1/3 FY 24/25: 1/3	\$ 849.00	10.5%
Fire Pump Installation	\$ 3,074.00	Yes	Charged By: Fire/Prevention Collected By: Fire/Prevention	Date: 4/18/2023 R. No.: 23-9221 R. Date: 4/18/2023	Objective: Recover Cost User Fee Prop 26 Exception: 1,2,3 Full Cost: \$ 3,396.00	Phasing in full cost recovery over 3 year period FY 22/23: 1/3 FY 23/24: 1/3 FY 24/25: 1/3	\$ 3,396.00	10.5%

CITY OF SANTA CLARA MUNICIPAL FEE SCHEDULE

SUBMITTED BY DEPARTMENT / DIVISION:
FIRE / CONSTRUCTION PERMITS

RESOLUTION NUMBER:

APPROVED:

DESCRIPTION OF FEE, RATE OR CHARGE	CURRENT FEE and PERIOD	TECHNOLOGY FEE (3.37%) APPLIES (Yes or No)	CHARGING DEPT / DIV ----- COLLECTING DEPT / DIV	DATE FEE LAST CHANGED	FEE DETAIL OBJECTIVE PROP 26 EXCEPTION (SEE READER'S GUIDE) FULL COST FACTOR	COMMENTS	PROPOSED NEW OR REVISED FEE 2024-25	Percent Change
				RESOLUTION NUMBER & DATE (if applicable)				
High-Rise Fire Protection Water Storage Tank (1st tank)	\$ 1,409.00	Yes	Charged By: Fire/Prevention Collected By: Fire/Prevention	Date: 4/18/2023 R. No.: 23-9221 R. Date: 4/18/2023	Objective: Recover Cost User Fee Prop 26 Exception: 1,2,3 Full Cost: \$ 1,556.50	Phasing in full cost recovery over 3 year period FY 22/23: 1/3 FY 23/24: 1/3 FY 24/25: 1/3	\$ 1,556.00	10.4%
High-Rise Fire Protection Water Storage Tank (each additional tank)	\$ 512.00	Yes	Charged By: Fire/Prevention Collected By: Fire/Prevention	Date: 4/18/2023 R. No.: 23-9221 R. Date: 4/18/2023	Objective: Recover Cost User Fee Prop 26 Exception: 1,2,3 Full Cost: \$ 566.00	Phasing in full cost recovery over 3 year period FY 22/23: 1/3 FY 23/24: 1/3 FY 24/25: 1/3	\$ 566.00	10.5%
Hazardous Materials Closure Plan: Facility/Site - <=5,000 sq ft Facility/Site - 5,001 to 25,000 sq ft Facility/Site - >25,001 sq ft	\$ 1,396.00 \$ 2,234.00 \$ 2,793.00	Yes	Charged By: Fire/Prevention Collected By: Fire/Prevention	Date: 4/18/2023 R. No.: 23-9221 R. Date: 4/18/2023	Objective: Recover Cost User Fee Prop 26 Exception: 1,2,3 Full Cost: \$ 1,415.00 \$ 2,264.00 \$ 2,830.00	Modified fee structure	\$ 1,415.00 \$ 2,264.00 \$ 2,830.00	1.4% 1.3% 1.3%
Backflow Preventer Replacement	\$ 1,396.00	Yes	Charged By: Fire/Prevention Collected By: Fire/Prevention	Date: 4/18/2023 R. No.: 23-9221 R. Date: 4/18/2023	Objective: Recover Cost User Fee Prop 26 Exception: 1,2,3 Full Cost: \$ 1,698.00		\$ 1,698.00	21.6%

CITY OF SANTA CLARA MUNICIPAL FEE SCHEDULE

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FIRE / CONSTRUCTION PERMITS

RESOLUTION NUMBER:

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DESCRIPTION OF FEE, RATE OR CHARGE	CURRENT FEE and PERIOD	TECHNOLOGY FEE (3.37%) APPLIES (Yes or No)	CHARGING DEPT / DIV ----- COLLECTING DEPT / DIV	DATE FEE LAST CHANGED	FEE DETAIL OBJECTIVE PROP 26 EXCEPTION (SEE READER'S GUIDE) FULL COST FACTOR	COMMENTS	PROPOSED NEW OR REVISED FEE 2024-25	Percent Change
				RESOLUTION NUMBER & DATE (if applicable)				
Hazardous Materials Closure Plan: Equipment	\$ 2,471.00	Yes	Charged By: Fire/Prevention Collected By: Fire/Prevention	Date: 4/18/2023 R. No.: 23-9221 R. Date: 4/18/2023	Objective: Recover Cost User Fee Prop 26 Exception: 1,2,3 Full Cost: \$ 2,830.00	Phasing in full cost recovery over 3 year period FY 22/23: 1/3 FY 23/24: 1/3 FY 24/25: 1/3	\$ 2,830.00	14.5%
Hazardous Material Tool/Equipment New Installation	\$ 2,561.00	Yes	Charged By: Fire/Prevention Collected By: Fire/Prevention	Date: 4/18/2023 R. No.: 23-9221 R. Date: 4/18/2023	Objective: Recover Cost User Fee Prop 26 Exception: 1,2,3 Full Cost: \$ 2,830.00	Phasing in full cost recovery over 3 year period FY 22/23: 1/3 FY 23/24: 1/3 FY 24/25: 1/3	\$ 2,830.00	10.5%
High-Piled Combustible Storage	\$ 2,049.00	Yes	Charged By: Fire/Prevention Collected By: Fire/Prevention	Date: 4/18/2023 R. No.: 23-9221 R. Date: 4/18/2023	Objective: Recover Cost User Fee Prop 26 Exception: 1,2,3 Full Cost: \$ 2,264.00	Phasing in full cost recovery over 3 year period FY 22/23: 1/3 FY 23/24: 1/3 FY 24/25: 1/3	\$ 2,264.00	10.5%
Knox Box Installation	\$ 383.00	Yes	Charged By: Fire/Prevention Collected By: Fire/Prevention	Date: 4/18/2023 R. No.: 23-9221 R. Date: 4/18/2023	Objective: Recover Cost User Fee Prop 26 Exception: 1,2,3 Full Cost: \$ 424.50	Phasing in full cost recovery over 3 year period FY 22/23: 1/3 FY 23/24: 1/3 FY 24/25: 1/3	\$ 424.00	10.7%

CITY OF SANTA CLARA MUNICIPAL FEE SCHEDULE

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DESCRIPTION OF FEE , RATE OR CHARGE	CURRENT FEE and PERIOD	TECHNOLOGY FEE (3.37%) APPLIES (Yes or No)	CHARGING DEPT / DIV ----- COLLECTING DEPT / DIV	DATE FEE LAST CHANGED	FEE DETAIL OBJECTIVE PROP 26 EXCEPTION (SEE READER'S GUIDE) FULL COST FACTOR	COMMENTS	PROPOSED NEW OR REVISED FEE 2024-25	Percent Change
				RESOLUTION NUMBER & DATE (if applicable)				
Liquefied Petroleum Gases Installation Per Tank	\$ 1,024.00	Yes	Charged By: Fire/Prevention Collected By: Fire/Prevention	Date: 4/18/2023 R. No.: 23-9221 R. Date: 4/18/2023	Objective: Recover Cost User Fee Prop 26 Exception: 1,2,3 Full Cost: \$ 1,132.00	Phasing in full cost recovery over 3 year period FY 22/23: 1/3 FY 23/24: 1/3 FY 24/25: 1/3	\$ 1,132.00	10.5%
Methane Venting and Detection Systems	\$ 3,587.00	Yes	Charged By: Fire/Prevention Collected By: Fire/Prevention	Date: 4/18/2023 R. No.: 23-9221 R. Date: 4/18/2023	Objective: Recover Cost User Fee Prop 26 Exception: 1,2,3 Full Cost: \$ 3,962.00	Phasing in full cost recovery over 3 year period FY 22/23: 1/3 FY 23/24: 1/3 FY 24/25: 1/3	\$ 3,962.00	10.5%
Open Burnings	\$ 768.00	Yes	Charged By: Fire/Prevention Collected By: Fire/Prevention	Date: 4/18/2023 R. No.: 23-9221 R. Date: 4/18/2023	Objective: Recover Cost User Fee Prop 26 Exception: 1,2,3 Full Cost: \$ 849.00	Phasing in full cost recovery over 3 year period FY 22/23: 1/3 FY 23/24: 1/3 FY 24/25: 1/3	\$ 849.00	10.5%
Ovens: Industrial Baking and/or Drying per oven	\$ 1,024.00	Yes	Charged By: Fire/Prevention Collected By: Fire/Prevention	Date: 4/18/2023 R. No.: 23-9221 R. Date: 4/18/2023	Objective: Recover Cost User Fee Prop 26 Exception: 1,2,3 Full Cost: \$ 1,132.00	Phasing in full cost recovery over 3 year period FY 22/23: 1/3 FY 23/24: 1/3 FY 24/25: 1/3	\$ 1,132.00	10.5%

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				RESOLUTION NUMBER & DATE (if applicable)				
Community Development Department Referrals	\$ 1,024.00	Yes	Charged By: Fire Collected By: Fire/Prevention	Date: 4/18/2023 R. No.: 23-9221 R. Date: 4/18/2023	Objective: Recover Cost User Fee Prop 26 Exception: 1,2,3 Full Cost: \$ 1,698.00	Phasing in full cost recovery over 3 year period FY 22/23: 1/3 FY 23/24: 1/3 FY 24/25: 1/3	\$ 1,698.00	65.8%
Public Fireworks Display and Pyrotechnic Special Effects Use Secondary Fireworks/Pyro Submittal - No Detailed Plan Review Required	\$ 1,793.00	Yes	Charged By: Fire/Prevention Collected By: Fire/Prevention	Date: 4/18/2023 R. No.: 23-9221 R. Date: 4/18/2023	Objective: Recover Cost User Fee Prop 26 Exception: 1,2,3 Full Cost: \$ 2,264.00 Full Cost: \$ 566.00	Phasing in full cost recovery over 3 year period FY 22/23: 1/3 FY 23/24: 1/3 FY 24/25: 1/3	\$ 2,264.00 \$ 566.00	26.3% New
Pyrotechnics Special Effects Proximal to Audience Secondary Pyro Submittal - No Detailed Plan Review Required	\$ 3,074.00	Yes	Charged By: Fire/Prevention Collected By: Fire/Prevention	Date: 4/18/2023 R. No.: 23-9221 R. Date: 4/18/2023	Objective: Recover Cost User Fee Prop 26 Exception: 1,2,3 Full Cost: \$ 3,396.00 Full Cost: \$ 849.00	Phasing in full cost recovery over 3 year period FY 22/23: 1/3 FY 23/24: 1/3 FY 24/25: 1/3	\$ 3,396.00 \$ 849.00	10.5% New
Refrigeration System	\$ 1,392.00	Yes	Charged By: Fire/Prevention Collected By: Fire/Prevention	Date: 4/18/2023 R. No.: 23-9221 R. Date: 4/18/2023	Objective: Recover Cost User Fee Prop 26 Exception: 1,2,3 Full Cost: \$ 1,698.00	Phasing in full cost recovery over 3 year period FY 22/23: 1/3 FY 23/24: 1/3 FY 24/25: 1/3	\$ 1,698.00	22.0%

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				RESOLUTION NUMBER & DATE (if applicable)				
Access Control and Traffic Calming Devices Gates and Barricades across fire apparatus access roads	\$ 972.00	Yes	Charged By: Fire Collected By: Fire/Prevention	Date: 4/18/2023 R. No.: 23-9221 R. Date: 4/18/2023	Objective: Recover Cost User Fee Prop 26 Exception: 1,2,3 Full Cost: \$ 1,132.00	Phasing in full cost recovery over 3 year period FY 22/23: 1/3 FY 23/24: 1/3 FY 24/25: 1/3	\$ 1,132.00	16.5%
Smoke Control System	\$ 5,124.00	Yes	Charged By: Fire/Prevention Collected By: Fire/Prevention	Date: 4/18/2023 R. No.: 23-9221 R. Date: 4/18/2023	Objective: Recover Cost User Fee Prop 26 Exception: 1,2,3 Full Cost: \$ 5,660.00	Phasing in full cost recovery over 3 year period FY 22/23: 1/3 FY 23/24: 1/3 FY 24/25: 1/3	\$ 5,660.00	10.5%
Standpipe Systems: Wet, Combination and Horizontal	\$ 1,280.00	Yes	Charged By: Fire/Prevention Collected By: Fire/Prevention	Date: 4/18/2023 R. No.: 23-9221 R. Date: 4/18/2023	Objective: Recover Cost User Fee Prop 26 Exception: 1,2,3 Full Cost: \$ 1,415.00	Phasing in full cost recovery over 3 year period FY 22/23: 1/3 FY 23/24: 1/3 FY 24/25: 1/3	\$ 1,415.00	10.5%
Storage Tanks - Hazardous Materials: Underground and Above Ground Tank Installations (1st tank)	\$ 2,224.00	Yes	Charged By: Fire/Prevention Collected By: Fire/Prevention	Date: 4/18/2023 R. No.: 23-9221 R. Date: 4/18/2023	Objective: Recover Cost User Fee Prop 26 Exception: 1,2,3 Full Cost: \$ 2,830.00	Phasing in full cost recovery over 3 year period FY 22/23: 1/3 FY 23/24: 1/3 FY 24/25: 1/3	\$ 2,830.00	27.2%

CITY OF SANTA CLARA MUNICIPAL FEE SCHEDULE

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				RESOLUTION NUMBER & DATE (if applicable)					
Underground and Above Ground Tank Installations (each additional tank after the 1st)	\$ 988.00	Yes	Charged By: Fire/Prevention Collected By: Fire/Prevention	Date: 4/18/2023 R. No.: 23-9221 R. Date: 4/18/2023	Objective: Recover Cost User Fee Prop 26 Exception: 1,2,3 Full Cost: \$ 1,132.00	Phasing in full cost recovery over 3 year period FY 22/23: 1/3 FY 23/24: 1/3 FY 24/25: 1/3	\$ 1,132.00	14.6%	
Storage Tanks - Hazardous Materials: Underground and Above Ground Tank Removals (1st tank)	\$ 2,224.00	Yes	Charged By: Fire/Prevention Collected By: Fire/Prevention	Date: 4/18/2023 R. No.: 23-9221 R. Date: 4/18/2023	Objective: Recover Cost User Fee Prop 26 Exception: 1,2,3 Full Cost: \$ 2,547.00	Phasing in full cost recovery over 3 year period FY 22/23: 1/3 FY 23/24: 1/3 FY 24/25: 1/3	\$ 2,547.00	14.5%	
Underground and Above Ground Tank Removals (each additional tank after the 1st)	\$ 988.00	Yes	Charged By: Fire/Prevention Collected By: Fire/Prevention	Date: 4/18/2023 R. No.: 23-9221 R. Date: 4/18/2023	Objective: Recover Cost User Fee Prop 26 Exception: 1,2,3 Full Cost: \$ 1,132.00	Phasing in full cost recovery over 3 year period FY 22/23: 1/3 FY 23/24: 1/3 FY 24/25: 1/3	\$ 1,132.00	14.6%	
Underground and Above Ground Tank Modifications	\$ 1,235.00	Yes	Charged By: Fire/Prevention Collected By: Fire/Prevention	Date: 4/18/2023 R. No.: 23-9221 R. Date: 4/18/2023	Objective: Recover Cost User Fee Prop 26 Exception: 1,2,3 Full Cost: \$ 1,415.00	Phasing in full cost recovery over 3 year period FY 22/23: 1/3 FY 23/24: 1/3 FY 24/25: 1/3	\$ 1,415.00	14.6%	

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				RESOLUTION NUMBER & DATE (if applicable)				
First Tent, Canopy or Air Supported Structure	\$ 1,024.00	Yes	Charged By: Fire/Prevention Collected By: Fire/Prevention	Date: 4/18/2023 R. No.: 23-9221 R. Date: 4/18/2023	Objective: Recover Cost User Fee Prop 26 Exception: 1,2,3 Full Cost: \$ 1,132.00	Phasing in full cost recovery over 3 year period FY 22/23: 1/3 FY 23/24: 1/3 FY 24/25: 1/3	\$ 1,132.00	10.5%
Each Additional Tent, Canopy or Air Supported Structure	\$ 384.00	Yes	Charged By: Fire/Prevention Collected By: Fire/Prevention	Date: 4/18/2023 R. No.: 23-9221 R. Date: 4/18/2023	Objective: Recover Cost User Fee Prop 26 Exception: 1,2,3 Full Cost: \$ 424.50	Phasing in full cost recovery over 3 year period FY 22/23: 1/3 FY 23/24: 1/3 FY 24/25: 1/3	\$ 424.00	10.4%
Special Event Structure	\$ 2,561.00	Yes	Charged By: Fire/Prevention Collected By: Fire/Prevention	Date: 4/18/2023 R. No.: 23-9221 R. Date: 4/18/2023	Objective: Recover Cost User Fee Prop 26 Exception: 1,2,3 Full Cost: \$ 2,830.00	Phasing in full cost recovery over 3 year period FY 22/23: 1/3 FY 23/24: 1/3 FY 24/25: 1/3	\$ 2,830.00	10.5%
Underground Fire Service Systems: Fire Sprinkler System (no hydrants)	\$ 1,793.00	Yes	Charged By: Fire/Prevention Collected By: Fire/Prevention	Date: 4/18/2023 R. No.: 23-9221 R. Date: 4/18/2023	Objective: Recover Cost User Fee Prop 26 Exception: 1,2,3 Full Cost: \$ 1,981.00	Phasing in full cost recovery over 3 year period FY 22/23: 1/3 FY 23/24: 1/3 FY 24/25: 1/3	\$ 1,981.00	10.5%

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				RESOLUTION NUMBER & DATE (if applicable)				
Underground Fire Service Systems: Fire Sprinkler System with Hydrants	\$ 2,377.00	Yes	Charged By: Fire/Prevention Collected By: Fire/Prevention	Date: 4/18/2023 R. No.: 23-9221 R. Date: 4/18/2023	Objective: Recover Cost User Fee Prop 26 Exception: 1,2,3 Full Cost: \$ 2,547.00	Phasing in full cost recovery over 3 year period FY 22/23: 1/3 FY 23/24: 1/3 FY 24/25: 1/3	\$ 2,547.00	7.2%
Underground Fire Service Systems: Repairs and Minor Modifications	\$ 1,024.00	Yes	Charged By: Fire/Prevention Collected By: Fire/Prevention	Date: 4/18/2023 R. No.: 23-9221 R. Date: 4/18/2023	Objective: Recover Cost User Fee Prop 26 Exception: 1,2,3 Full Cost: \$ 1,132.00	Phasing in full cost recovery over 3 year period FY 22/23: 1/3 FY 23/24: 1/3 FY 24/25: 1/3	\$ 1,132.00	10.5%
Automatic Fire Sprinkler Systems: Residential 13D - Initial Submittal Plan Review Required	\$ 1,482.00	Yes	Charged By: Fire/Prevention Collected By: Fire/Prevention	Date: 4/18/2023 R. No.: 23-9221 R. Date: 4/18/2023	Objective: Recover Cost User Fee Prop 26 Exception: 1,2,3 Full Cost: \$ 1,698.00	Phasing in full cost recovery over 3 year period FY 22/23: 1/3 FY 23/24: 1/3 FY 24/25: 1/3	\$ 1,698.00	14.6%
Automatic Fire Sprinkler Systems: Residential 13D - Secondary Submittal - No Detailed Plan Review Required	\$ 768.00	Yes	Charged By: Fire/Prevention Collected By: Fire/Prevention	Date: 4/18/2023 R. No.: 23-9221 R. Date: 4/18/2023	Objective: Recover Cost User Fee Prop 26 Exception: 1,2,3 Full Cost: \$ 849.00	Phasing in full cost recovery over 3 year period FY 22/23: 1/3 FY 23/24: 1/3 FY 24/25: 1/3	\$ 849.00	10.5%

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				RESOLUTION NUMBER & DATE (if applicable)				
Automatic Fire Protection System for Spray Booths	\$ 1,537.00	Yes	Charged By: Fire/Prevention Collected By: Fire/Prevention	Date: 4/18/2023 R. No.: 23-9221 R. Date: 4/18/2023	Objective: Recover Cost User Fee Prop 26 Exception: 1,2,3 Full Cost: \$ 1,557.00	Phasing in full cost recovery over 3 year period FY 22/23: 1/3 FY 23/24: 1/3 FY 24/25: 1/3	\$ 1,556.00	1.2%
On-Demand Mobile Fueling Site Permit	\$ 2,049.00	Yes	Charged By: Fire/Prevention Collected By: Fire/Prevention	Date: 4/18/2023 R. No.: 23-9221 R. Date: 4/18/2023	Objective: Recover Cost User Fee Prop 26 Exception: 1,2,3 Full Cost: \$ 2,264.00	Phasing in full cost recovery over 3 year period FY 22/23: 1/3 FY 23/24: 1/3 FY 24/25: 1/3	\$ 2,264.00	10.5%
2-Way Elevator Permit	\$ 1,392.00	Yes	Charged By: Fire/Prevention Collected By: Fire/Prevention	Date: 4/18/2023 R. No.: 23-9221 R. Date: 4/18/2023	Objective: Recover Cost User Fee Prop 26 Exception: 1,2,3 Full Cost: \$ 1,698.00	Phasing in full cost recovery over 3 year period FY 22/23: 1/3 FY 23/24: 1/3 FY 24/25: 1/3	\$ 1,698.00	22.0%
Solar Photovoltaic Power Systems - COMMERCIAL	\$ 1,761.00	Yes	Charged By: Fire/Prevention Collected By: Fire/Prevention	Date: 4/18/2023 R. No.: 23-9221 R. Date: 4/18/2023	Objective: Recover Cost User Fee Prop 26 Exception: 1,2,3 Full Cost: \$ 2,264.00	Phasing in full cost recovery over 3 year period FY 22/23: 1/3 FY 23/24: 1/3 FY 24/25: 1/3	\$ 2,264.00	28.6%

CITY OF SANTA CLARA MUNICIPAL FEE SCHEDULE

SUBMITTED BY DEPARTMENT / DIVISION:
FIRE / CONSTRUCTION PERMITS

RESOLUTION NUMBER:

APPROVED:

DESCRIPTION OF FEE , RATE OR CHARGE	CURRENT FEE and PERIOD	TECHNOLOGY FEE (3.37%) APPLIES (Yes or No)	CHARGING DEPT / DIV ----- COLLECTING DEPT / DIV	DATE FEE LAST CHANGED	FEE DETAIL OBJECTIVE PROP 26 EXCEPTION (SEE READER'S GUIDE) FULL COST FACTOR	COMMENTS	PROPOSED NEW OR REVISED FEE 2024-25	Percent Change
				RESOLUTION NUMBER & DATE (if applicable)				
Solar Photovoltaic Power Systems - RESIDENTIAL	\$ 512.00	Yes	Charged By: Fire/Prevention Collected By: Fire/Prevention	Date: 4/18/2023 R. No.: 23-9221 R. Date: 4/18/2023	Objective: Recover Cost User Fee Prop 26 Exception: 1,2,3 Full Cost: \$ 425.00	Phasing in full cost recovery over 3 year period FY 22/23: 1/3 FY 23/24: 1/3 FY 24/25: 1/3	\$ 425.00	-17.0%
Phased Permitting / Occupancy Plan	\$ 3,074.00	Yes	Charged By: Fire/Prevention Collected By: Fire/Prevention	Date: 4/18/2023 R. No.: 23-9221 R. Date: 4/18/2023	Objective: Recover Cost User Fee Prop 26 Exception: 1,2,3 Full Cost: \$ 3,396.00	Phasing in full cost recovery over 3 year period FY 22/23: 1/3 FY 23/24: 1/3 FY 24/25: 1/3	\$ 3,396.00	10.5%
Access Controlled Egress	\$ 1,392.00	Yes	Charged By: Fire/Prevention Collected By: Fire/Prevention	Date: 4/18/2023 R. No.: 23-9221 R. Date: 4/18/2023	Objective: Recover Cost User Fee Prop 26 Exception: 1,2,3 Full Cost: \$ 1,698.00	Phasing in full cost recovery over 3 year period FY 22/23: 1/3 FY 23/24: 1/3 FY 24/25: 1/3	\$ 1,698.00	22.0%
Fire Safety Demolition/Construction Plan	\$ 1,320.00	Yes	Charged By: Fire/Prevention Collected By: Fire/Prevention	Date: 4/18/2023 R. No.: 23-9221 R. Date: 4/18/2023	Objective: Recover Cost User Fee Prop 26 Exception: 1,2,3 Full Cost: \$ 1,981.00	Phasing in full cost recovery over 3 year period FY 22/23: 1/3 FY 23/24: 1/3 FY 24/25: 1/3	\$ 1,981.00	50.1%

CITY OF SANTA CLARA MUNICIPAL FEE SCHEDULE

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FIRE / CONSTRUCTION PERMITS

RESOLUTION NUMBER:

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DESCRIPTION OF FEE , RATE OR CHARGE	CURRENT FEE and PERIOD	TECHNOLOGY FEE (3.37%) APPLIES (Yes or No)	CHARGING DEPT / DIV ----- COLLECTING DEPT / DIV	DATE FEE LAST CHANGED	FEE DETAIL OBJECTIVE PROP 26 EXCEPTION (SEE READER'S GUIDE) FULL COST FACTOR	COMMENTS	PROPOSED NEW OR REVISED FEE 2024-25	Percent Change		
				RESOLUTION NUMBER & DATE (if applicable)						
Hazardous Materials Tool/Equipment Modification/Addition to Existing Tool/Equipment Modification - Existing Tool - Changing hazmat and detection - no construction Demolition Only		Yes	Charged By: Fire/Prevention Collected By: Fire/Prevention	Date: 4/18/2023 R. No.: 23-9221 R. Date: 4/18/2023	Objective: Recover Cost User Fee	Modified fee structure				
				Prop 26 Exception: 1,2,3 Full Cost: \$ 1,698.00						
					\$ 1,132.00				\$ 1,132.00	10.5%
					\$ 1,132.00				\$ 1,132.00	1.3%
Energy Storage Systems	\$ 1,536.00	Yes	Charged By: Fire/Prevention Collected By: Fire/Prevention	Date: 4/18/2023 R. No.: 23-9221 R. Date: 4/18/2023	Objective: Recover Cost User Fee Prop 26 Exception: 1,2,3 Full Cost: \$ 2,264.00	Phasing in full cost recovery over 3 year period FY 22/23: 1/3 FY 23/24: 1/3 FY 24/25: 1/3	\$ 2,264.00	47.4%		
Energy Storage Systems - RESIDENTIAL (R3)	\$ 512.00	Yes	Charged By: Fire/Prevention Collected By: Fire/Prevention	Date: 4/18/2023 R. No.: 23-9221 R. Date: 4/18/2023	Objective: Recover Cost User Fee Prop 26 Exception: 1,2,3 Full Cost: \$ 566.00	Phasing in full cost recovery over 3 year period FY 22/23: 1/3 FY 23/24: 1/3 FY 24/25: 1/3	\$ 566.00	10.5%		
Plant Extraction Systems	\$ 2,049.00	Yes	Charged By: Fire/Prevention Collected By: Fire/Prevention	Date: 4/18/2023 R. No.: 23-9221 R. Date: 4/18/2023	Objective: Recover Cost User Fee Prop 26 Exception: 1,2,3 Full Cost: \$ 2,264.00	Phasing in full cost recovery over 3 year period FY 22/23: 1/3 FY 23/24: 1/3 FY 24/25: 1/3	\$ 2,264.00	10.5%		

CITY OF SANTA CLARA MUNICIPAL FEE SCHEDULE

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				RESOLUTION NUMBER & DATE (if applicable)				
Plan Revision/ Resubmittal Fee	\$ 512.00	Yes	Charged By: Fire/Prevention Collected By: Fire/Prevention	Date: 4/18/2023 R. No.: 23-9221 R. Date: 4/18/2023	Objective: Recover Cost User Fee Prop 26 Exception: 1,2,3 Full Cost: \$ 566.00	Phasing in full cost recovery over 3 year period FY 22/23: 1/3 FY 23/24: 1/3 FY 24/25: 1/3	\$ 566.00	10.5%
Resubmittal Fee	\$	Yes	Charged By: Fire/Prevention Collected By: Fire/Prevention	Date: 4/18/2023 R. No.: 23-9221 R. Date: 4/18/2023	Objective: Recover Cost User Fee Prop 26 Exception: 1,2,3 Full Cost: \$ 1,132.00	This fee was previously combined with the Plan Revision Fee; Department is now breaking this out separately.	\$ 1,132.00	
Firefighter Air Replenishment System	\$ 2,656.00	Yes	Charged By: Fire Collected By: Fire Prevention	Date: 4/18/2023 R. No.: 23-9221 R. Date: 4/18/2023	Objective: Recover Cost User Fee Prop 26 Exception: 1,2,3 Full Cost: \$ 3,396.00	Phasing in full cost recovery over 3 year period FY 22/23: 1/3 FY 23/24: 1/3 FY 24/25: 1/3		
Carbon Dioxide Beverage Dispensing System	\$ 1,221.00	Yes	Charged By: Fire Collected By: Fire Prevention	Date: 4/18/2023 R. No.: 23-9221 R. Date: 4/18/2023	Objective: Recover Cost User Fee Prop 26 Exception: 1,2,3 Full Cost: \$ 1,415.00	Phasing in full cost recovery over 3 year period FY 22/23: 1/3 FY 23/24: 1/3 FY 24/25: 1/3	\$ 1,415.00	15.9%

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				RESOLUTION NUMBER & DATE (if applicable)				
Design Review/Consultation	\$ 256.00 per hour	Yes	Charged By: Fire Collected By: Fire Prevention	Date: 4/18/2023 R. No.: 23-9221 R. Date: 4/18/2023	Objective: Recover Cost User Fee Prop 26 Exception: 1,2,3 Full Cost: \$ 283.00	Phasing in full cost recovery over 3 year period FY 22/23: 1/3 FY 23/24: 1/3 FY 24/25: 1/3	\$ 283.00 per hour	10.5%
Miscellaneous Inspections or Plan Reviews, per hour	\$ 256.00 per hour	Yes	Charged By: Fire Collected By: Fire Prevention	Date: 4/18/2023 R. No.: 23-9221 R. Date: 4/18/2023	Objective: Recover Cost User Fee Prop 26 Exception: 1,2,3 Full Cost: \$ 283.00	Phasing in full cost recovery over 3 year period FY 22/23: 1/3 FY 23/24: 1/3 FY 24/25: 1/3	\$ 283.00 per hour	10.5%
Miscellaneous Haz Mat Inspections or Haz Mat Plan Reviews, or Haz Mat Field Sampling, per hour		Yes	Charged By: Fire Collected By: Fire Prevention	Date: 4/18/2023 R. No.: 23-9221 R. Date: 4/18/2023	Objective: Recover Cost User Fee Prop 26 Exception: 1,2,3 Full Cost: \$ 283.00		\$ 283.00 per hour	New
Overtime Inspection (max 3 hrs)	\$ 971.00 (max 3 hrs)	Yes	Charged By: Fire Collected By: Fire Prevention	Date: 4/18/2023 R. No.: 23-9221 R. Date: 4/18/2023	Objective: Recover Cost User Fee Prop 26 Exception: 1,2,3 Full Cost: \$ 1,018.80	Phasing in full cost recovery over 3 year period FY 22/23: 1/3 FY 23/24: 1/3 FY 24/25: 1/3	\$ 1,018.00 (max 3 hrs)	4.8%

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				RESOLUTION NUMBER & DATE (if applicable)				
Overtime Haz Mat Inspection (max 3 hrs)		Yes	Charged By: Fire Collected By: Fire Prevention	Date: 4/18/2023 R. No.: 23-9221 R. Date: 4/18/2023	Objective: Recover Cost User Fee Prop 26 Exception: 1,2,3 Full Cost: \$ 1,018.80		\$ 1,018.00 (max 3 hrs)	New
Overtime Plan Review (max 3 hrs)	\$ 971.00 (max 3 hrs)	Yes	Charged By: Fire Collected By: Fire Prevention	Date: 4/18/2023 R. No.: 23-9221 R. Date: 4/18/2023	Objective: Recover Cost User Fee Prop 26 Exception: 1,2,3 Full Cost: \$ 1,018.80	Phasing in full cost recovery over 3 year period FY 22/23: 1/3 FY 23/24: 1/3 FY 24/25: 1/3	\$ 1,018.00 (max 3 hrs)	4.8%
Overtime Haz Mat Plan Review (max 3 hrs)		Yes	Charged By: Fire Collected By: Fire Prevention	Date: 4/18/2023 R. No.: 23-9221 R. Date: 4/18/2023	Objective: Recover Cost User Fee Prop 26 Exception: 1,2,3 Full Cost: \$ 1,018.80		\$ 1,018.00 (max 3 hrs)	New
Outdoor Assembly Event	\$ 1,208.00	Yes	Charged By: Fire Collected By: Fire Prevention	Date: 4/18/2023 R. No.: 23-9221 R. Date: 4/18/2023	Objective: Recover Cost User Fee Prop 26 Exception: 1,2,3 Full Cost: \$ 1,415.00	Phasing in full cost recovery over 3 year period FY 22/23: 1/3 FY 23/24: 1/3 FY 24/25: 1/3	\$ 1,415.00	17.1%

CITY OF SANTA CLARA MUNICIPAL FEE SCHEDULE

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				RESOLUTION NUMBER & DATE (if applicable)				
Licensed Care Facility (Pre-Inspection)	\$ 512.00 per inspection	No	Charged By: Fire Collected By: Fire Prevention	Date: 4/18/2023 R. No.: 23-9221 R. Date: 4/18/2023	Objective: Recover Cost User Fee Prop 26 Exception: 1,2,3 Full Cost: \$ 566.00	Phasing in full cost recovery over 3 year period FY 22/23: 1/3 FY 23/24: 1/3 FY 24/25: 1/3	\$ 566.00	10.5%
Residential Fire-Building Plan Review - (R-3/R-3.1 occupancies only)		No	Charged By: Fire Collected By: Fire Prevention	Date: R. No.: R. Date:	Objective: Recover Cost User Fee Prop 26 Exception: 1,2,3 Full Cost: \$ 353.75		\$ 353.00	New

CITY OF SANTA CLARA MUNICIPAL FEE SCHEDULE

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			----- COLLECTING DEPT / DIV	RESOLUTION NUMBER & DATE (if applicable)				
Operational Permit: Aerosol products	\$ 332.00 Annual	Yes	Charged By: Fire Collected By: Finance	Date: 4/18/2023 R. No.: 23-9221 R. Date: 4/18/2023	Objective: Recover Cost User Fee Prop 26 Exception: 1,2,3 Full Cost: \$ 367.90	Phasing in full cost recovery over 3 year period FY 22/23: 1/3 FY 23/24: 1/3 FY 24/25: 1/3	\$ 367.00 Annual	10.5%
Operational Permit: Additive Manufacturing	\$ 279.00 Annual	Yes	Charged By: Fire Collected By: Finance	Date: 4/18/2023 R. No.: 23-9221 R. Date: 4/18/2023	Objective: Recover Cost User Fee Prop 26 Exception: 1,2,3 Full Cost: \$ 283.00		\$ 283.00 Annual	1.4%
Operational Permit: Amusement Park Buildings	\$ 332.00 Annual	Yes	Charged By: Fire Collected By: Finance	Date: 4/18/2023 R. No.: 23-9221 R. Date: 4/18/2023	Objective: Recover Cost User Fee Prop 26 Exception: 1,2,3 Full Cost: \$ 367.90	Phasing in full cost recovery over 3 year period FY 22/23: 1/3 FY 23/24: 1/3 FY 24/25: 1/3	\$ 367.00 Annual	10.5%
Operational Permit: Covered and Open Mall Buildings	\$ 1,011.00 Annual	Yes	Charged By: Fire Collected By: Finance	Date: 4/18/2023 R. No.: 23-9221 R. Date: 4/18/2023	Objective: Recover Cost User Fee Prop 26 Exception: 1,2,3 Full Cost: \$ 1,698.00	Phasing in full cost recovery over 3 year period FY 22/23: 1/3 FY 23/24: 1/3 FY 24/25: 1/3	\$ 1,698.00 Annual	68.0%
Operational Permit: Public Safety Emergency Information	\$ 50.00	Yes	Charged By: Fire Collected By: Finance	Date: 4/18/2023 R. No.: 23-9221 R. Date: 4/18/2023	Objective: Recover Cost User Fee Prop 26 Exception: 1,2,3 Full Cost: \$ 28.30		\$ 28.00	-44.0%

CITY OF SANTA CLARA MUNICIPAL FEE SCHEDULE

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DESCRIPTION OF FEE, RATE OR CHARGE	CURRENT FEE and PERIOD	TECHNOLOGY FEE (3.37%) APPLIES (Yes or No)	CHARGING DEPT / DIV	DATE FEE LAST CHANGED	FEE DETAIL OBJECTIVE PROP 26 EXCEPTION (SEE READER'S GUIDE) FULL COST FACTOR	COMMENTS	PROPOSED NEW OR REVISED FEE 2024-25	Percent Change
			----- COLLECTING DEPT / DIV	RESOLUTION NUMBER & DATE (if applicable)				
Operational Permit: Exhibit and Trade Shows	\$ 332.00 Annual	Yes	Charged By: Fire Collected By: Finance	Date: 4/18/2023 R. No.: 23-9221 R. Date: 4/18/2023	Objective: Recover Cost User Fee Prop 26 Exception: 1,2,3 Full Cost: \$ 367.90	Phasing in full cost recovery over 3 year period FY 22/23: 1/3 FY 23/24: 1/3 FY 24/25: 1/3	\$ 367.00 Annual	10.5%
Operational Permit: Explosives	\$ 332.00 Annual	Yes	Charged By: Fire Collected By: Finance	Date: 4/18/2023 R. No.: 23-9221 R. Date: 4/18/2023	Objective: Recover Cost User Fee Prop 26 Exception: 1,2,3 Full Cost: \$ 367.90	Phasing in full cost recovery over 3 year period FY 22/23: 1/3 FY 23/24: 1/3 FY 24/25: 1/3	\$ 367.00 Annual	10.5%
Operational Permit: Cutting and Welding	\$ 332.00 Annual	Yes	Charged By: Fire Collected By: Finance	Date: 4/18/2023 R. No.: 23-9221 R. Date: 4/18/2023	Objective: Recover Cost User Fee Prop 26 Exception: 1,2,3 Full Cost: \$ 367.90	Phasing in full cost recovery over 3 year period FY 22/23: 1/3 FY 23/24: 1/3 FY 24/25: 1/3	\$ 367.00 Annual	10.5%
Operational Permit: Cellulose Nitrate Storage	\$ 256.00 Annual	Yes	Charged By: Fire Collected By: Finance	Date: 4/18/2023 R. No.: 23-9221 R. Date: 4/18/2023	Objective: Recover Cost User Fee Prop 26 Exception: 1,2,3 Full Cost: \$ 141.50	Phasing in full cost recovery over 3 year period FY 22/23: 1/3 FY 23/24: 1/3 FY 24/25: 1/3	\$ 141.00 Annual	-44.9%
Operational Permit: Combustible Dust Producing Operations	\$ 512.00 Annual	Yes	Charged By: Fire Collected By: Finance	Date: 4/18/2023 R. No.: 23-9221 R. Date: 4/18/2023	Objective: Recover Cost User Fee Prop 26 Exception: 1,2,3 Full Cost: \$ 566.00	Phasing in full cost recovery over 3 year period FY 22/23: 1/3 FY 23/24: 1/3 FY 24/25: 1/3	\$ 566.00 Annual	10.5%

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			----- COLLECTING DEPT / DIV	RESOLUTION NUMBER & DATE (if applicable)				
Operational Permit: Combustible Fiber Storage	\$ 256.00 Annual	Yes	Charged By: Fire Collected By: Finance	Date: 4/18/2023 R. No.: 23-9221 R. Date: 4/18/2023	Objective: Recover Cost User Fee Prop 26 Exception: 1,2,3 Full Cost: \$ 283.00	Phasing in full cost recovery over 3 year period FY 22/23: 1/3 FY 23/24: 1/3 FY 24/25: 1/3	\$ 283.00 Annual	10.5%
Operational Permit: Combustible Storage - Including tires in excess of 2,500 cubic feet	\$ 640.00 Annual	Yes	Charged By: Fire Collected By: Finance	Date: 4/18/2023 R. No.: 23-9221 R. Date: 4/18/2023	Objective: Recover Cost User Fee Prop 26 Exception: 1,2,3 Full Cost: \$ 212.25	Phasing in full cost recovery over 3 year period FY 22/23: 1/3 FY 23/24: 1/3 FY 24/25: 1/3	\$ 212.00 Annual	-66.9%
Operational Permit: Dry Cleaning Plants	\$ 384.00 Annual	Yes	Charged By: Fire Collected By: Finance	Date: 4/18/2023 R. No.: 23-9221 R. Date: 4/18/2023	Objective: Recover Cost User Fee Prop 26 Exception: 1,2,3 Full Cost: \$ 424.50	Phasing in full cost recovery over 3 year period FY 22/23: 1/3 FY 23/24: 1/3 FY 24/25: 1/3	\$ 424.00 Annual	10.4%
Operational Permit: Energy Storage Systems	\$ 270.00 Annual	Yes	Charged By: Fire Collected By: Finance	Date: 4/18/2023 R. No.: 23-9221 R. Date: 4/18/2023	Objective: Recover Cost User Fee Prop 26 Exception: 1,2,3 Full Cost: \$ 424.50	Phasing in full cost recovery over 3 year period FY 22/23: 1/3 FY 23/24: 1/3 FY 24/25: 1/3	\$ 424.00 Annual	57.0%
Operational Permit: High-Piled Combustible Storage	\$ 512.00 Annual	Yes	Charged By: Fire Collected By: Finance	Date: 4/18/2023 R. No.: 23-9221 R. Date: 4/18/2023	Objective: Recover Cost User Fee Prop 26 Exception: 1,2,3 Full Cost: \$ 566.00	Phasing in full cost recovery over 3 year period FY 22/23: 1/3 FY 23/24: 1/3 FY 24/25: 1/3	\$ 566.00 Annual	10.5%

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			----- COLLECTING DEPT / DIV	RESOLUTION NUMBER & DATE (if applicable)				
Operational Permit: Hot Work Operations	\$ 256.00 Annual	Yes	Charged By: Fire Collected By: Finance	Date: 4/18/2023 R. No.: 23-9221 R. Date: 4/18/2023	Objective: Recover Cost User Fee Prop 26 Exception: 1,2,3 Full Cost: \$ 141.50	Phasing in full cost recovery over 3 year period FY 22/23: 1/3 FY 23/24: 1/3 FY 24/25: 1/3	\$ 141.00 Annual	-44.9%
Operational Permit: Lithium-Ion and Lithium Metal Battery Storage	\$ 279.00 Annual	Yes	Charged By: Fire Collected By: Finance	Date: 4/18/2023 R. No.: 23-9221 R. Date: 4/18/2023	Objective: Recover Cost User Fee Prop 26 Exception: 1,2,3 Full Cost: \$ 566.00		\$ 566.00 Annual	102.9%
Operational Permit: Lumber Yard - More than 100,000 board feet	\$ 256.00 Annual	Yes	Charged By: Fire Collected By: Finance	Date: 4/18/2023 R. No.: 23-9221 R. Date: 4/18/2023	Objective: Recover Cost User Fee Prop 26 Exception: 1,2,3 Full Cost: \$ 283.00	Phasing in full cost recovery over 3 year period FY 22/23: 1/3 FY 23/24: 1/3 FY 24/25: 1/3	\$ 283.00 Annual	10.5%
Operational Permit: Magnesium Working - More than 10 lbs. per work day	\$ 256.00 Annual	Yes	Charged By: Fire Collected By: Finance	Date: 4/18/2023 R. No.: 23-9221 R. Date: 4/18/2023	Objective: Recover Cost User Fee Prop 26 Exception: 1,2,3 Full Cost: \$ 283.00	Phasing in full cost recovery over 3 year period FY 22/23: 1/3 FY 23/24: 1/3 FY 24/25: 1/3	\$ 283.00 Annual	10.5%
Operational Permit: Miscellaneous combustible storage	\$ 332.00 Annual	Yes	Charged By: Fire Collected By: Finance	Date: 4/18/2023 R. No.: 23-9221 R. Date: 4/18/2023	Objective: Recover Cost User Fee Prop 26 Exception: 1,2,3 Full Cost: \$ 141.50	Phasing in full cost recovery over 3 year period FY 22/23: 1/3 FY 23/24: 1/3 FY 24/25: 1/3	\$ 141.00 Annual	-57.5%

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			----- COLLECTING DEPT / DIV	RESOLUTION NUMBER & DATE (if applicable)				
Operational Permit: Organic Coatings	\$ 384.00 Annual	Yes	Charged By: Fire Collected By: Finance	Date: 4/18/2023 R. No.: 23-9221 R. Date: 4/18/2023	Objective: Recover Cost User Fee Prop 26 Exception: 1,2,3 Full Cost: \$ 424.50	Phasing in full cost recovery over 3 year period FY 22/23: 1/3 FY 23/24: 1/3 FY 24/25: 1/3	\$ 424.00 Annual	10.4%
Operational Permit: Industrial Ovens	\$ 127.00 Annual	Yes	Charged By: Fire Collected By: Finance	Date: 4/18/2023 R. No.: 23-9221 R. Date: 4/18/2023	Objective: Recover Cost User Fee Prop 26 Exception: 1,2,3 Full Cost: \$ 141.50	Phasing in full cost recovery over 3 year period FY 22/23: 1/3 FY 23/24: 1/3 FY 24/25: 1/3	\$ 141.00 Annual	11.0%
Operational Permit: Places of Assembly	\$ 191.00 Annual	Yes	Charged By: Fire Collected By: Finance	Date: 4/18/2023 R. No.: 23-9221 R. Date: 4/18/2023	Objective: Recover Cost User Fee Prop 26 Exception: 1,2,3 Full Cost: \$ 212.25	Phasing in full cost recovery over 3 year period FY 22/23: 1/3 FY 23/24: 1/3 FY 24/25: 1/3	\$ 212.00 Annual	11.0%
Operational Permit: Places of Assembly (Temporary)	\$ 1,536.00	Yes	Charged By: Fire Collected By: Finance	Date: 4/18/2023 R. No.: 23-9221 R. Date: 4/18/2023	Objective: Recover Cost User Fee Prop 26 Exception: 1,2,3 Full Cost: \$ 1,698.00	Phasing in full cost recovery over 3 year period FY 22/23: 1/3 FY 23/24: 1/3 FY 24/25: 1/3	\$ 1,698.00	10.5%

CITY OF SANTA CLARA MUNICIPAL FEE SCHEDULE

SUBMITTED BY DEPARTMENT / DIVISION:
FIRE / OPERATIONAL PERMITS

RESOLUTION NUMBER:

APPROVED:

DESCRIPTION OF FEE, RATE OR CHARGE	CURRENT FEE and PERIOD	TECHNOLOGY FEE (3.37%) APPLIES (Yes or No)	CHARGING DEPT / DIV	DATE FEE LAST CHANGED	FEE DETAIL OBJECTIVE PROP 26 EXCEPTION (SEE READER'S GUIDE) FULL COST FACTOR	COMMENTS	PROPOSED NEW OR REVISED FEE 2024-25	Percent Change
			----- COLLECTING DEPT / DIV	RESOLUTION NUMBER & DATE (if applicable)				
Operational Permit: Compressed Gases	\$ 512.00 Annual	Yes	Charged By: Fire Collected By: Finance	Date: 4/18/2023 R. No.: 23-9221 R. Date: 4/18/2023	Objective: Recover Cost User Fee Prop 26 Exception: 1,2,3 Full Cost: \$ 566.00	Phasing in full cost recovery over 3 year period FY 22/23: 1/3 FY 23/24: 1/3 FY 24/25: 1/3	\$ 566.00 Annual	10.5%
Operational Permit: Pyroxylin Plastics	\$ 512.00 Annual	Yes	Charged By: Fire Collected By: Finance	Date: 4/18/2023 R. No.: 23-9221 R. Date: 4/18/2023	Objective: Recover Cost User Fee Prop 26 Exception: 1,2,3 Full Cost: \$ 566.00	Phasing in full cost recovery over 3 year period FY 22/23: 1/3 FY 23/24: 1/3 FY 24/25: 1/3	\$ 566.00 Annual	10.5%
Operational Permit: Refrigeration Equipment	\$ 332.00 Annual	Yes	Charged By: Fire Collected By: Finance	Date: 4/18/2023 R. No.: 23-9221 R. Date: 4/18/2023	Objective: Recover Cost User Fee Prop 26 Exception: 1,2,3 Full Cost: \$ 283.00	Phasing in full cost recovery over 3 year period FY 22/23: 1/3 FY 23/24: 1/3 FY 24/25: 1/3	\$ 283.00 Annual	-14.8%
Operational Permit: Repair Garages	\$ 256.00 Annual	Yes	Charged By: Fire Collected By: Finance	Date: 4/18/2023 R. No.: 23-9221 R. Date: 4/18/2023	Objective: Recover Cost User Fee Prop 26 Exception: 1,2,3 Full Cost: \$ 184.00	Phasing in full cost recovery over 3 year period FY 22/23: 1/3 FY 23/24: 1/3 FY 24/25: 1/3	\$ 184.00 Annual	-28.1%
Operational Permit: Rooftop Heliports	\$ 512.00 Annual	Yes	Charged By: Fire Collected By: Finance	Date: 4/18/2023 R. No.: 23-9221 R. Date: 4/18/2023	Objective: Recover Cost User Fee Prop 26 Exception: 1,2,3 Full Cost: \$ 566.00	Phasing in full cost recovery over 3 year period FY 22/23: 1/3 FY 23/24: 1/3 FY 24/25: 1/3	\$ 566.00 Annual	10.5%

CITY OF SANTA CLARA MUNICIPAL FEE SCHEDULE

SUBMITTED BY DEPARTMENT / DIVISION:
FIRE / OPERATIONAL PERMITS

RESOLUTION NUMBER:

APPROVED:

DESCRIPTION OF FEE, RATE OR CHARGE	CURRENT FEE and PERIOD	TECHNOLOGY FEE (3.37%) APPLIES (Yes or No)	CHARGING DEPT / DIV ----- COLLECTING DEPT / DIV	DATE FEE LAST CHANGED	FEE DETAIL OBJECTIVE PROP 26 EXCEPTION (SEE READER'S GUIDE) FULL COST FACTOR	COMMENTS	PROPOSED NEW OR REVISED FEE 2024-25	Percent Change
				RESOLUTION NUMBER & DATE (if applicable)				
Operational Permit: Smoke Control and Evacuation Systems	\$ 767.00	Yes	Charged By: Fire Collected By: Finance	Date: 4/18/2023 R. No.: 23-9221 R. Date: 4/18/2023	Objective: Recover Cost User Fee Prop 26 Exception: 1,2,3 Full Cost: \$ 778.00	Phasing in full cost recovery over 3 year period FY 22/23: 1/3 FY 23/24: 1/3 FY 24/25: 1/3	\$ 778.00 Annual	1.4%
Operational Permit: Spraying or Dipping Operations	\$ 384.00 Annual	Yes	Charged By: Fire Collected By: Finance	Date: 4/18/2023 R. No.: 23-9221 R. Date: 4/18/2023	Objective: Recover Cost User Fee Prop 26 Exception: 1,2,3 Full Cost: \$ 424.50	Phasing in full cost recovery over 3 year period FY 22/23: 1/3 FY 23/24: 1/3 FY 24/25: 1/3	\$ 424.00 Annual	10.4%
Operational Permit: Tire Rebuilding Plants	\$ 384.00 Annual	Yes	Charged By: Fire Collected By: Finance	Date: 4/18/2023 R. No.: 23-9221 R. Date: 4/18/2023	Objective: Recover Cost User Fee Prop 26 Exception: 1,2,3 Full Cost: \$ 424.50	Phasing in full cost recovery over 3 year period FY 22/23: 1/3 FY 23/24: 1/3 FY 24/25: 1/3	\$ 424.00 Annual	10.4%
Operational Permit: Waste Handling Facilities	\$ 512.00 Annual	Yes	Charged By: Fire Collected By: Finance	Date: 4/18/2023 R. No.: 23-9221 R. Date: 4/18/2023	Objective: Recover Cost User Fee Prop 26 Exception: 1,2,3 Full Cost: \$ 637.00	Phasing in full cost recovery over 3 year period FY 22/23: 1/3 FY 23/24: 1/3 FY 24/25: 1/3	\$ 637.00 Annual	24.4%

CITY OF SANTA CLARA MUNICIPAL FEE SCHEDULE

SUBMITTED BY DEPARTMENT / DIVISION:
FIRE / OPERATIONAL PERMITS

RESOLUTION NUMBER:

APPROVED:

DESCRIPTION OF FEE, RATE OR CHARGE	CURRENT FEE and PERIOD	TECHNOLOGY FEE (3.37%) APPLIES (Yes or No)	CHARGING DEPT / DIV	DATE FEE LAST CHANGED	FEE DETAIL OBJECTIVE PROP 26 EXCEPTION (SEE READER'S GUIDE) FULL COST FACTOR	COMMENTS	PROPOSED NEW OR REVISED FEE 2024-25	Percent Change
			----- COLLECTING DEPT / DIV	RESOLUTION NUMBER & DATE (if applicable)				
Operational Permit: Wood Products – Storage in excess of 200 cubic feet	\$ 512.00 Annual	Yes	Charged By: Fire Collected By: Finance	Date: 4/18/2023 R. No.: 23-9221 R. Date: 4/18/2023	Objective: Recover Cost User Fee Prop 26 Exception: 1,2,3 Full Cost: \$ 566.00	Phasing in full cost recovery over 3 year period FY 22/23: 1/3 FY 23/24: 1/3 FY 24/25: 1/3	\$ 566.00 Annual	10.5%
Operational Permit: Mobile Food Preparation Vehicles	\$ 127.00 Annual	Yes	Charged By: Fire Collected By: Finance	Date: 4/18/2023 R. No.: 23-9221 R. Date: 4/18/2023	Objective: Recover Cost User Fee Prop 26 Exception: 1,2,3 Full Cost: \$	Phasing in full cost recovery over 3 year period FY 22/23: 1/3 FY 23/24: 1/3 FY 24/25: 1/3	\$	
Operational Permit: Liquid-or-gas Vehicles or Equipment in Assembly Buildings	\$ 127.00 Annual	Yes	Charged By: Fire Collected By: Finance	Date: 4/18/2023 R. No.: 23-9221 R. Date: 4/18/2023	Objective: Recover Cost User Fee Prop 26 Exception: 1,2,3 Full Cost: \$ 283.00	Phasing in full cost recovery over 3 year period FY 22/23: 1/3 FY 23/24: 1/3 FY 24/25: 1/3	\$ 283.00 per hour	122.8%
Operational Permit: Motor Fuel Dispensing Facilities	\$ 256.00 Annual	Yes	Charged By: Fire Collected By: Finance	Date: 4/18/2023 R. No.: 23-9221 R. Date: 4/18/2023	Objective: Recover Cost User Fee Prop 26 Exception: 1,2,3 Full Cost: \$ 283.00	Phasing in full cost recovery over 3 year period FY 22/23: 1/3 FY 23/24: 1/3 FY 24/25: 1/3	\$ 283.00 Annual	10.5%

CITY OF SANTA CLARA MUNICIPAL FEE SCHEDULE

SUBMITTED BY DEPARTMENT / DIVISION:
FIRE / OPERATIONAL PERMITS

RESOLUTION NUMBER:

APPROVED:

DESCRIPTION OF FEE, RATE OR CHARGE	CURRENT FEE and PERIOD	TECHNOLOGY FEE (3.37%) APPLIES (Yes or No)	CHARGING DEPT / DIV	DATE FEE LAST CHANGED	FEE DETAIL OBJECTIVE PROP 26 EXCEPTION (SEE READER'S GUIDE) FULL COST FACTOR	COMMENTS	PROPOSED NEW OR REVISED FEE 2024-25	Percent Change
			----- COLLECTING DEPT / DIV	RESOLUTION NUMBER & DATE (if applicable)				
Operational Permit: Pyrotechnics Special Effects Material Storage	\$ 256.00 Annual	Yes	Charged By: Fire Collected By: Finance	Date: 4/18/2023 R. No.: 23-9221 R. Date: 4/18/2023	Objective: Recover Cost User Fee Prop 26 Exception: 1,2,3 Full Cost: \$ 283.00	Phasing in full cost recovery over 3 year period FY 22/23: 1/3 FY 23/24: 1/3 FY 24/25: 1/3	\$ 283.00 Annual	10.5%
Operational Permit: Plant Extraction Systems	\$ 384.00 Annual	Yes	Charged By: Fire Collected By: Finance	Date: 4/18/2023 R. No.: 23-9221 R. Date: 4/18/2023	Objective: Recover Cost User Fee Prop 26 Exception: 1,2,3 Full Cost: \$ 424.50	Phasing in full cost recovery over 3 year period FY 22/23: 1/3 FY 23/24: 1/3 FY 24/25: 1/3	\$ 424.00 Annual	10.4%
Operational Permit: Indoor Growing Operations	\$ 384.00 Annual	Yes	Charged By: Fire Collected By: Finance	Date: 4/18/2023 R. No.: 23-9221 R. Date: 4/18/2023	Objective: Recover Cost User Fee Prop 26 Exception: 1,2,3 Full Cost: \$ 424.50	Phasing in full cost recovery over 3 year period FY 22/23: 1/3 FY 23/24: 1/3 FY 24/25: 1/3	\$ 424.00 Annual	10.4%
Operational Permit: Emergency Responder Radio Coverage System	\$ 440.00 Annual	Yes	Charged By: Fire Collected By: Finance	Date: 4/18/2023 R. No.: 23-9221 R. Date: 4/18/2023	Objective: Recover Cost User Fee Prop 26 Exception: 1,2,3 Full Cost: \$ 566.00	Phasing in full cost recovery over 3 year period FY 22/23: 1/3 FY 23/24: 1/3 FY 24/25: 1/3	\$ 566.00 Annual	28.6%

CITY OF SANTA CLARA MUNICIPAL FEE SCHEDULE

SUBMITTED BY DEPARTMENT / DIVISION:
FIRE / OPERATIONAL PERMITS

RESOLUTION NUMBER:

APPROVED:

DESCRIPTION OF FEE, RATE OR CHARGE	CURRENT FEE and PERIOD	TECHNOLOGY FEE (3.37%) APPLIES (Yes or No)	CHARGING DEPT / DIV	DATE FEE LAST CHANGED	FEE DETAIL OBJECTIVE PROP 26 EXCEPTION (SEE READER'S GUIDE) FULL COST FACTOR	COMMENTS	PROPOSED NEW OR REVISED FEE 2024-25	Percent Change
			----- COLLECTING DEPT / DIV	RESOLUTION NUMBER & DATE (if applicable)				
Single Story Building 1 to 20,000 square feet	\$ 348.00 Annual	Yes	Charged By: Fire Collected By: Finance	Date: 4/18/2023 R. No.: 23-9221 R. Date: 4/18/2023	Objective: Recover Cost User Fee Prop 26 Exception: 1,2,3 Full Cost: \$ 424.50	Phasing in full cost recovery over 3 year period FY 22/23: 1/3 FY 23/24: 1/3 FY 24/25: 1/3	\$ 424.00 Annual	21.8%
Single Story Buildings 20,001 square feet or greater	\$ 522.00 Annual	Yes	Charged By: Fire Collected By: Finance	Date: 4/18/2023 R. No.: 23-9221 R. Date: 4/18/2023	Objective: Recover Cost User Fee Prop 26 Exception: 1,2,3 Full Cost: \$ 636.75	Phasing in full cost recovery over 3 year period FY 22/23: 1/3 FY 23/24: 1/3 FY 24/25: 1/3	\$ 636.00 Annual	21.8%
Multi-Story Buildings 2 or more stories in height and not classified as a High Rise (per floor)	\$ 660.00 Annual	Yes	Charged By: Fire Collected By: Finance	Date: 4/18/2023 R. No.: 23-9221 R. Date: 4/18/2023	Objective: Recover Cost User Fee Prop 26 Exception: 1,2,3 Full Cost: \$ 849.00	Phasing in full cost recovery over 3 year period FY 22/23: 1/3 FY 23/24: 1/3 FY 24/25: 1/3	\$ 849.00 per floor	28.6%
Operational Permit: Operational Permit Reinspection Fee (per hour)	\$ 256.00 per hour	Yes	Charged By: Fire Collected By: Finance	Date: 4/18/2023 R. No.: 23-9221 R. Date: 4/18/2023	Objective: Recover Cost User Fee Prop 26 Exception: 1,2,3 Full Cost: \$ 283.00	Phasing in full cost recovery over 3 year period FY 22/23: 1/3 FY 23/24: 1/3 FY 24/25: 1/3	\$ 283.00 per hour	10.5%

CITY OF SANTA CLARA MUNICIPAL FEE SCHEDULE

SUBMITTED BY DEPARTMENT / DIVISION:
FIRE / OPERATIONAL PERMITS

RESOLUTION NUMBER:

APPROVED:

DESCRIPTION OF FEE, RATE OR CHARGE	CURRENT FEE and PERIOD	TECHNOLOGY FEE (3.37%) APPLIES (Yes or No)	CHARGING DEPT / DIV ----- COLLECTING DEPT / DIV	DATE FEE LAST CHANGED		FEE DETAIL OBJECTIVE PROP 26 EXCEPTION (SEE READER'S GUIDE) FULL COST FACTOR	COMMENTS	PROPOSED NEW OR REVISED FEE 2024-25	Percent Change
				RESOLUTION NUMBER & DATE (if applicable)					
Operational Permit: Energy Storage Systems Serving Life Safety Systems	\$ 140.00	Yes	Charged By: Fire Collected By: Finance	Date: 4/18/2023 R. No.: 23-9221 R. Date: 4/18/2023	Objective: Recover Cost User Fee Prop 26 Exception: 1,2,3 Full Cost: \$ 141.50		\$ 141.00	0.7%	
Operational Permit: Mobile Fueling of Hydrogen-Fueled Vehicles	\$ 558.00 Annual	Yes	Charged By: Fire Collected By: Finance	Date: 4/18/2023 R. No.: 23-9221 R. Date: 4/18/2023	Objective: Recover Cost User Fee Prop 26 Exception: 1,2,3 Full Cost: \$ 566.00		\$ 566.00 Annual	1.4%	
Operational Permit: Hazardous Production Materials Facilities	\$ 558.00 Annual	Yes	Charged By: Fire Collected By: Finance	Date: 4/18/2023 R. No.: 23-9221 R. Date: 4/18/2023	Objective: Recover Cost User Fee Prop 26 Exception: 1,2,3 Full Cost: \$ 566.00		\$ 566.00 Annual	1.4%	
Operational Permit: Private Fire Hydrants	\$ 279.00 Annual	Yes	Charged By: Fire Collected By: Finance	Date: 4/18/2023 R. No.: 23-9221 R. Date: 4/18/2023	Objective: Recover Cost User Fee Prop 26 Exception: 1,2,3 Full Cost: \$ 283.00		\$ 283.00 Annual	1.4%	

CITY OF SANTA CLARA MUNICIPAL FEE SCHEDULE

SUBMITTED BY DEPARTMENT / DIVISION:
FIRE / OPERATIONAL PERMITS

RESOLUTION NUMBER:

APPROVED:

DESCRIPTION OF FEE, RATE OR CHARGE	CURRENT FEE and PERIOD	TECHNOLOGY FEE (3.37%) APPLIES (Yes or No)	CHARGING DEPT / DIV	DATE FEE LAST CHANGED	FEE DETAIL OBJECTIVE PROP 26 EXCEPTION (SEE READER'S GUIDE) FULL COST FACTOR	COMMENTS	PROPOSED NEW OR REVISED FEE 2024-25	Percent Change
			----- COLLECTING DEPT / DIV	RESOLUTION NUMBER & DATE (if applicable)				
Operational Permit: Fire Hydrants and Valves	\$ 279.00 Annual	Yes	Charged By: Fire Collected By: Finance	Date: 4/18/2023 R. No.: 23-9221 R. Date: 4/18/2023	Objective: Recover Cost User Fee Prop 26 Exception: 1,2,3 Full Cost: \$ 283.00		\$ 283.00 Annual	1.4%
Operational Permit: Temporary Membrane Structures and Tents	\$ 558.00 Annual	Yes	Charged By: Fire Collected By: Finance	Date: 4/18/2023 R. No.: 23-9221 R. Date: 4/18/2023	Objective: Recover Cost User Fee Prop 26 Exception: 1,2,3 Full Cost: \$ 566.00		\$ 566.00 Annual	1.4%
Operational Permit: Lithium Batteries	\$ 558.00 Annual	Yes	Charged By: Fire Collected By: Finance	Date: 4/18/2023 R. No.: 23-9221 R. Date: 4/18/2023	Objective: Recover Cost User Fee Prop 26 Exception: 1,2,3 Full Cost: \$ 566.00		\$ 566.00 Annual	1.4%
Operational Permit: Additional Permits	\$ 558.00 Annual	Yes	Charged By: Fire Collected By: Finance	Date: 4/18/2023 R. No.: 23-9221 R. Date: 4/18/2023	Objective: Recover Cost User Fee Prop 26 Exception: 1,2,3 Full Cost: \$ 566.00		\$ 566.00 Annual	1.4%

CITY OF SANTA CLARA MUNICIPAL FEE SCHEDULE

SUBMITTED BY DEPARTMENT / DIVISION:
FIRE / OPERATIONAL PERMITS - HAZ-MAT

RESOLUTION NUMBER:

APPROVED:

DESCRIPTION OF FEE , RATE OR CHARGE	CURRENT FEE and PERIOD	TECHNOLOGY FEE (3.37%) APPLIES (Yes or No)	CHARGING DEPT / DIV	DATE FEE LAST CHANGED	FEE DETAIL OBJECTIVE PROP 26 EXCEPTION (SEE READER'S GUIDE) FULL COST FACTOR	COMMENTS	PROPOSED NEW OR REVISED FEE 2024-25	Percent Change
			----- COLLECTING DEPT / DIV	RESOLUTION NUMBER & DATE (if applicable)				
Flammable and Combustible Liquids Materials <i>(any amount)</i>	\$ 256.00 Annual	Yes	Charged By: Fire Collected By: Finance	Date: 4/18/2023 R. No.: 23-9221 R. Date: 4/18/2023	Objective: Recover Cost User Fee Prop 26 Exception: 1,2,3 Full Cost: \$ 283.00	Phasing in full cost recovery over 3 year period FY 22/23: 1/3 FY 23/24: 1/3 FY 24/25: 1/3	\$ 283.00 Annual	10.5%
Combustible and Flammable Materials - On Demand Mobile Fueling	\$ 1,675.00 Annual	Yes	Charged By: Fire Collected By: Finance	Date: 4/18/2023 R. No.: 23-9221 R. Date: 4/18/2023	Objective: Recover Cost User Fee Prop 26 Exception: 1,2,3 Full Cost: \$ 1,698.00	Phasing in full cost recovery over 3 year period FY 22/23: 1/3 FY 23/24: 1/3 FY 24/25: 1/3	\$ 1,698.00 Annual	1.4%
Compressed Gases (any amount)	\$ 256.00 Annual	Yes	Charged By: Fire Collected By: Finance	Date: 4/18/2023 R. No.: 23-9221 R. Date: 4/18/2023	Objective: Recover Cost User Fee Prop 26 Exception: 1,2,3 Full Cost: \$ 283.00	Phasing in full cost recovery over 3 year period FY 22/23: 1/3 FY 23/24: 1/3 FY 24/25: 1/3	\$	
Corrosives	\$ 332.00 Annual	Yes	Charged By: Fire Collected By: Finance	Date: 4/18/2023 R. No.: 23-9221 R. Date: 4/18/2023	Objective: Recover Cost User Fee Prop 26 Exception: 1,2,3 Full Cost: \$ 367.90	Phasing in full cost recovery over 3 year period FY 22/23: 1/3 FY 23/24: 1/3 FY 24/25: 1/3	\$ 367.00 Annual	10.5%

CITY OF SANTA CLARA MUNICIPAL FEE SCHEDULE

SUBMITTED BY DEPARTMENT / DIVISION:
FIRE / OPERATIONAL PERMITS - HAZ-MAT

RESOLUTION NUMBER:

APPROVED:

DESCRIPTION OF FEE , RATE OR CHARGE	CURRENT FEE and PERIOD	TECHNOLOGY FEE (3.37%) APPLIES (Yes or No)	CHARGING DEPT / DIV	DATE FEE LAST CHANGED	FEE DETAIL	COMMENTS	PROPOSED NEW OR REVISED FEE 2024-25	Percent Change
			----- COLLECTING DEPT / DIV	RESOLUTION NUMBER & DATE (if applicable)	OBJECTIVE PROP 26 EXCEPTION (SEE READER'S GUIDE) FULL COST FACTOR			
Cryogenic Fluids	\$ 332.00 Annual	Yes	Charged By: Fire Collected By: Finance	Date: 4/18/2023 R. No.: 23-9221 R. Date: 4/18/2023	Objective: Recover Cost User Fee Prop 26 Exception: 1,2,3 Full Cost: \$ 367.90	Phasing in full cost recovery over 3 year period FY 22/23: 1/3 FY 23/24: 1/3 FY 24/25: 1/3	\$ 367.00 Annual	10.5%
Highly Toxic Materials	\$ 512.00 Annual	Yes	Charged By: Fire Collected By: Finance	Date: 4/18/2023 R. No.: 23-9221 R. Date: 4/18/2023	Objective: Recover Cost User Fee Prop 26 Exception: 1,2,3 Full Cost: \$ 566.00	Phasing in full cost recovery over 3 year period FY 22/23: 1/3 FY 23/24: 1/3 FY 24/25: 1/3	\$ 566.00 Annual	10.5%
Liquefied Petroleum Gas <i>(any amount)</i>	\$ 332.00 Annual	Yes	Charged By: Fire Collected By: Finance	Date: 4/18/2023 R. No.: 23-9221 R. Date: 4/18/2023	Objective: Recover Cost User Fee Prop 26 Exception: 1,2,3 Full Cost: \$ 367.90	Phasing in full cost recovery over 3 year period FY 22/23: 1/3 FY 23/24: 1/3 FY 24/25: 1/3	\$ 367.00 Annual	10.5%
Organic Peroxides: Liquids and Solids - any amount <i>Except: Class V Organic Peroxides</i>	\$ 384.00 Annual	Yes	Charged By: Fire Collected By: Finance	Date: 4/18/2023 R. No.: 23-9221 R. Date: 4/18/2023	Objective: Recover Cost User Fee Prop 26 Exception: 1,2,3 Full Cost: \$ 424.50	Phasing in full cost recovery over 3 year period FY 22/23: 1/3 FY 23/24: 1/3 FY 24/25: 1/3	\$ 424.00 Annual	10.4%

CITY OF SANTA CLARA MUNICIPAL FEE SCHEDULE

SUBMITTED BY DEPARTMENT / DIVISION:
FIRE / OPERATIONAL PERMITS - HAZ-MAT

RESOLUTION NUMBER:

APPROVED:

DESCRIPTION OF FEE , RATE OR CHARGE	CURRENT FEE and PERIOD	TECHNOLOGY FEE (3.37%) APPLIES (Yes or No)	CHARGING DEPT / DIV	DATE FEE LAST CHANGED	FEE DETAIL OBJECTIVE	COMMENTS	PROPOSED NEW OR REVISED FEE 2024-25	Percent Change
			----- COLLECTING DEPT / DIV	RESOLUTION NUMBER & DATE (if applicable)	PROP 26 EXCEPTION (SEE READER'S GUIDE) FULL COST FACTOR			
Oxidizing Materials: Gases more than 504 cubic feet Liquids and Solids any amount Except: Class 1 Oxidizers	\$ 332.00 Annual	Yes	Charged By: Fire Collected By: Finance	Date: 4/18/2023 R. No.: 23-9221 R. Date: 4/18/2023	Objective: Recover Cost User Fee Prop 26 Exception: 1,2,3 Full Cost: \$ 367.90	Phasing in full cost recovery over 3 year period FY 22/23: 1/3 FY 23/24: 1/3 FY 24/25: 1/3	\$ 367.00 Annual	10.5%
Pyrophoric Materials: Gases, Liquids and Solids - any amount	\$ 384.00 Annual	Yes	Charged By: Fire Collected By: Finance	Date: 4/18/2023 R. No.: 23-9221 R. Date: 4/18/2023	Objective: Recover Cost User Fee Prop 26 Exception: 1,2,3 Full Cost: \$ 424.50	Phasing in full cost recovery over 3 year period FY 22/23: 1/3 FY 23/24: 1/3 FY 24/25: 1/3	\$ 424.00 Annual	10.4%
Toxic Materials: Gases, Liquids and Solids - any amount	\$ 384.00 Annual	Yes	Charged By: Fire Collected By: Finance	Date: 4/18/2023 R. No.: 23-9221 R. Date: 4/18/2023	Objective: Recover Cost User Fee Prop 26 Exception: 1,2,3 Full Cost: \$ 424.50	Phasing in full cost recovery over 3 year period FY 22/23: 1/3 FY 23/24: 1/3 FY 24/25: 1/3	\$ 424.00 Annual	10.4%

CITY OF SANTA CLARA MUNICIPAL FEE SCHEDULE

SUBMITTED BY DEPARTMENT / DIVISION:
FIRE / OPERATIONAL PERMITS - HAZ-MAT

RESOLUTION NUMBER:

APPROVED:

DESCRIPTION OF FEE , RATE OR CHARGE	CURRENT FEE and PERIOD	TECHNOLOGY FEE (3.37%) APPLIES (Yes or No)	CHARGING DEPT / DIV	DATE FEE LAST CHANGED	FEE DETAIL OBJECTIVE PROP 26 EXCEPTION (SEE READER'S GUIDE) FULL COST FACTOR	COMMENTS	PROPOSED NEW OR REVISED FEE 2024-25	Percent Change
			----- COLLECTING DEPT / DIV	RESOLUTION NUMBER & DATE (if applicable)				
Unstable (Reactive) Materials: Gases, Liquids and Solids – <i>any amount</i> <i>Except: Class 1 Unstable Reactive Materials</i>	\$ 384.00 Annual	Yes	Charged By: Fire Collected By: Finance	Date: 4/18/2023 R. No.: 23-9221 R. Date: 4/18/2023	Objective: Recover Cost User Fee Prop 26 Exception: 1,2,3 Full Cost: \$ 424.50	Phasing in full cost recovery over 3 year period FY 22/23: 1/3 FY 23/24: 1/3 FY 24/25: 1/3	\$ 424.00 Annual	10.4%
Water Reactive Materials: Gases, Liquids and Solids – <i>any amount</i> <i>Except: Class 1 Water Reactive Materials</i>	\$ 384.00 Annual	Yes	Charged By: Fire Collected By: Finance	Date: 4/18/2023 R. No.: 23-9221 R. Date: 4/18/2023	Objective: Recover Cost User Fee Prop 26 Exception: 1,2,3 Full Cost: \$ 424.50	Phasing in full cost recovery over 3 year period FY 22/23: 1/3 FY 23/24: 1/3 FY 24/25: 1/3	\$ 424.00 Annual	10.4%

CITY OF SANTA CLARA MUNICIPAL FEE SCHEDULE

SUBMITTED BY DEPARTMENT / DIVISION:
FIRE / STATE MANDATED

RESOLUTION NUMBER:

APPROVED:

DESCRIPTION OF FEE , RATE OR CHARGE	CURRENT FEE and PERIOD	TECHNOLOGY FEE (3.37%) APPLIES (Yes or No)	CHARGING DEPT / DIV ----- COLLECTING DEPT / DIV	DATE FEE LAST CHANGED	FEE DETAIL OBJECTIVE PROP 26 EXCEPTION (SEE READER'S GUIDE) FULL COST FACTOR	COMMENTS	PROPOSED NEW OR REVISED FEE 2024-25	Percent Change
				RESOLUTION NUMBER & DATE (if applicable)				
High-Rise (per floor)	\$ 1,024.00 per floor Annual	Yes	Charged By: Fire Collected By: Finance	Date: 4/18/2023 R. No.: 23-9221 R. Date: 4/18/2023	Objective: Recover Cost User Fee Prop 26 Exception: 1,2,3 Full Cost: \$ 1,132.00	Phasing in full cost recovery over 3 year period FY 22/23: 1/3 FY 23/24: 1/3 FY 24/25: 1/3	\$ 1,132.00 per floor Annual	10.5%
R-1/R-2 Occupancies: Multi-Family, 3 or more residential units	\$ 30.00 per unit Annual	Yes	Charged By: Fire Collected By: Finance	Date: 4/18/2023 R. No.: 23-9221 R. Date: 4/18/2023	Objective: Recover Cost User Fee Prop 26 Exception: 1,2,3 Full Cost: \$ 28.00	Phasing in full cost recovery over 3 year period FY 22/23: 1/3 FY 23/24: 1/3 FY 24/25: 1/3	\$ 28.00 per unit Annual	-6.7%
High-Rise R-1/R-2 per floor	\$ 1,024.00 per floor Annual	Yes	Charged By: Fire Collected By: Finance	Date: 4/18/2023 R. No.: 23-9221 R. Date: 4/18/2023	Objective: Recover Cost User Fee Prop 26 Exception: 1,2,3 Full Cost: \$ 919.75	Phasing in full cost recovery over 3 year period FY 22/23: 1/3 FY 23/24: 1/3 FY 24/25: 1/3	\$ 919.00 per floor Annual	-10.3%
Commercial Day Care (E3) Adult Day Care (I4) 7-49 persons	\$ 256.00 Annual	Yes	Charged By: Fire Collected By: Finance	Date: 4/18/2023 R. No.: 23-9221 R. Date: 4/18/2023	Objective: Recover Cost User Fee Prop 26 Exception: 1,2,3 Full Cost: \$ 283.00	Phasing in full cost recovery over 3 year period FY 22/23: 1/3 FY 23/24: 1/3 FY 24/25: 1/3	\$ 283.00 Annual	10.5%

CITY OF SANTA CLARA MUNICIPAL FEE SCHEDULE

SUBMITTED BY DEPARTMENT / DIVISION:
FIRE / STATE MANDATED

RESOLUTION NUMBER:

APPROVED:

DESCRIPTION OF FEE , RATE OR CHARGE	CURRENT FEE and PERIOD	TECHNOLOGY FEE (3.37%) APPLIES (Yes or No)	CHARGING DEPT / DIV ----- COLLECTING DEPT / DIV	DATE FEE LAST CHANGED	FEE DETAIL OBJECTIVE PROP 26 EXCEPTION (SEE READER'S GUIDE) FULL COST FACTOR	COMMENTS	PROPOSED NEW OR REVISED FEE 2024-25	Percent Change
				RESOLUTION NUMBER & DATE (if applicable)				
Commercial Day Care (E3) Adult Day Care (I4) 50-149 persons	\$ 384.00 Annual	Yes	Charged By: Fire Collected By: Finance	Date: 4/18/2023 R. No.: 23-9221 R. Date: 4/18/2023	Objective: Recover Cost User Fee Prop 26 Exception: 1,2,3 Full Cost: \$ 424.50	Phasing in full cost recovery over 3 year period FY 22/23: 1/3 FY 23/24: 1/3 FY 24/25: 1/3	\$ 424.00 Annual	10.4%
Commercial Day Care (E3) Adult Day Care (I4) 150+ persons	\$ 768.00 Annual	Yes	Charged By: Fire Collected By: Finance	Date: 4/18/2023 R. No.: 23-9221 R. Date: 4/18/2023	Objective: Recover Cost User Fee Prop 26 Exception: 1,2,3 Full Cost: \$ 849.00	Phasing in full cost recovery over 3 year period FY 22/23: 1/3 FY 23/24: 1/3 FY 24/25: 1/3	\$ 849.00 Annual	10.5%
School 1-250 students	\$ 512.00 Annual	Yes	Charged By: Fire Collected By: Finance	Date: 4/18/2023 R. No.: 23-9221 R. Date: 4/18/2023	Objective: Recover Cost User Fee Prop 26 Exception: 1,2,3 Full Cost: \$ 566.00	Phasing in full cost recovery over 3 year period FY 22/23: 1/3 FY 23/24: 1/3 FY 24/25: 1/3	\$ 566.00 Annual	10.5%
School 251-500 students	\$ 1,024.00 Annual	Yes	Charged By: Fire Collected By: Finance	Date: 4/18/2023 R. No.: 23-9221 R. Date: 4/18/2023	Objective: Recover Cost User Fee Prop 26 Exception: 1,2,3 Full Cost: \$ 1,132.00	Phasing in full cost recovery over 3 year period FY 22/23: 1/3 FY 23/24: 1/3 FY 24/25: 1/3	\$ 1,132.00 Annual	10.5%

CITY OF SANTA CLARA MUNICIPAL FEE SCHEDULE

SUBMITTED BY DEPARTMENT / DIVISION:
FIRE / STATE MANDATED

RESOLUTION NUMBER:

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DESCRIPTION OF FEE , RATE OR CHARGE	CURRENT FEE and PERIOD	TECHNOLOGY FEE (3.37%) APPLIES (Yes or No)	CHARGING DEPT / DIV ----- COLLECTING DEPT / DIV	DATE FEE LAST CHANGED	FEE DETAIL OBJECTIVE PROP 26 EXCEPTION (SEE READER'S GUIDE) FULL COST FACTOR	COMMENTS	PROPOSED NEW OR REVISED FEE 2024-25	Percent Change
				RESOLUTION NUMBER & DATE (if applicable)				
School > 500 students	\$ 2,049.00 Annual	Yes	Charged By: Fire Collected By: Finance	Date: 4/18/2023 R. No.: 23-9221 R. Date: 4/18/2023	Objective: Recover Cost User Fee Prop 26 Exception: 1,2,3 Full Cost: \$ 2,264.00	Phasing in full cost recovery over 3 year period FY 22/23: 1/3 FY 23/24: 1/3 FY 24/25: 1/3	\$ 2,264.00 Annual	10.5%
Jails	\$ 696.00 Annual	Yes	Charged By: Fire Collected By: Finance	Date: 4/18/2023 R. No.: 23-9221 R. Date: 4/18/2023	Objective: Recover Cost User Fee Prop 26 Exception: 1,2,3 Full Cost: \$ 849.00	Phasing in full cost recovery over 3 year period FY 22/23: 1/3 FY 23/24: 1/3 FY 24/25: 1/3	\$ 849.00 Annual	22.0%
Hospitals	\$ 2,528.00 Annual	Yes	Charged By: Fire Collected By: Finance	Date: 4/18/2023 R. No.: 23-9221 R. Date: 4/18/2023	Objective: Recover Cost User Fee Prop 26 Exception: 1,2,3 Full Cost: \$ 2,830.00	Phasing in full cost recovery over 3 year period FY 22/23: 1/3 FY 23/24: 1/3 FY 24/25: 1/3	\$ 2,830.00 Annual	11.9%

CITY OF SANTA CLARA MUNICIPAL FEE SCHEDULE

SUBMITTED BY DEPARTMENT / DIVISION:
FIRE / PENALTY FEES

RESOLUTION NUMBER:

APPROVED:

DESCRIPTION OF FEE, RATE OR CHARGE	CURRENT FEE and PERIOD	TECHNOLOGY FEE (3.37%) APPLIES (Yes or No)	CHARGING DEPT / DIV ----- COLLECTING DEPT / DIV	DATE FEE LAST CHANGED	FEE DETAIL OBJECTIVE PROP 26 EXCEPTION (SEE READER'S GUIDE) FULL COST FACTOR	COMMENTS	PROPOSED NEW OR REVISED FEE 2024-25	Percent Change
				RESOLUTION NUMBER & DATE (if applicable)				
False Alarm Responses: After third time in 180 day period per response	\$ 402.00	No	Charged By: Fire Collected By: Fire Prevention	Date: 4/18/2023 R. No.: 23-9221 R. Date: 4/18/2023	Objective: Penalty Prop 26 Exception: 1,2 Full Cost: \$ 495.00	Phasing in over 3 year period FY 22/23: 1/3 FY 23/24: 1/3 FY 24/25: 1/3	\$ 495.00	23.1%
Re-Inspection Fee (Development): For failure to cancel appointment, work not ready for inspection or more than two re-inspections	\$ 403.00	No	Charged By: Fire Collected By: Fire Prevention	Date: 4/18/2023 R. No.: 23-9221 R. Date: 4/18/2023	Objective: Penalty Prop 26 Exception: 1,2,3 Full Cost: \$ 566.00	Phasing in over 3 year period FY 22/23: 1/3 FY 23/24: 1/3 FY 24/25: 1/3	\$ 566.00	40.4%
Re-Inspection Fee (CUPA Development): For failure to cancel appointment, work not ready for inspection or more than two re-inspections	\$ 403.00	No	Charged By: Fire Collected By: Fire Prevention	Date: R. No.: R. Date:	Objective: Penalty Prop 26 Exception: 5 Full Cost: \$ 566.00	The re-inspection fee is now being broken out by their respective programs. Not a new fee.	\$ 566.00	40.4%
Re-Inspection Fee (Fire Operational): For failure to cancel appointment, work not ready for inspection or more than two re-inspections	\$ 403.00	No	Charged By: Fire Collected By: Fire Prevention	Date: R. No.: R. Date:	Objective: Penalty Prop 26 Exception: 5 Full Cost: \$ 566.00	The re-inspection fee is now being broken out by their respective programs. Not a new fee.	\$ 566.00	40.4%
Re-Inspection Fee (CUPA Operational): For failure to cancel appointment, work not ready for inspection or more than two re-inspections	\$ 403.00	No	Charged By: Fire Collected By: Fire Prevention	Date: R. No.: R. Date:	Objective: Penalty Prop 26 Exception: 5 Full Cost: \$ 566.00	The re-inspection fee is now being broken out by their respective programs. Not a new fee.	\$ 566.00	40.4%

CITY OF SANTA CLARA MUNICIPAL FEE SCHEDULE

SUBMITTED BY DEPARTMENT / DIVISION:
FIRE / PENALTY FEES

RESOLUTION NUMBER:

APPROVED:

DESCRIPTION OF FEE , RATE OR CHARGE	CURRENT FEE and PERIOD	TECHNOLOGY FEE (3.37%) APPLIES (Yes or No)	CHARGING DEPT / DIV ----- COLLECTING DEPT / DIV	DATE FEE LAST CHANGED	FEE DETAIL OBJECTIVE PROP 26 EXCEPTION (SEE READER'S GUIDE) FULL COST FACTOR	COMMENTS	PROPOSED NEW OR REVISED FEE 2024-25	Percent Change
				RESOLUTION NUMBER & DATE (if applicable)				
Expired Fire Development Construction Permit Reactivation Fee	\$ 393.00	No	Charged By: Fire Collected By: Fire Prevention	Date: 4/18/2023 R. No.: 23-9221 R. Date: 4/18/2023	Objective: Penalty Prop 26 Exception: 1,2,3 Full Cost: \$ 1,132.00	Phasing in over 3 year period FY 22/23: 1/3 FY 23/24: 1/3 FY 24/25: 1/3	\$ 1,132.00	188.0%
Expired Fire Development Construction Permit Plan Review Reactivation Fee	\$ 393.00	No	Charged By: Fire Collected By: Fire Prevention	Date: 4/18/2023 R. No.: 23-9221 R. Date: 4/18/2023	Objective: Penalty Prop 26 Exception: 1,2,3 Full Cost: \$ 1,132.00	Phasing in over 3 year period FY 22/23: 1/3 FY 23/24: 1/3 FY 24/25: 1/3	\$ 1,132.00	188.0%
Expired CUPA Development Construction Permit Reactivation Fee	\$ 393.00	No	Charged By: Fire Collected By: Fire Prevention	Date: R. No.: R. Date:	Objective: Penalty Prop 26 Exception: 1,2,3 Full Cost: \$ 1,132.00	The expired construction permit reactivation fee is now being broken out by their respective programs. Not a new fee.	\$ 1,132.00	188.0%
Expired CUPA Development Construction Permit Plan Review Reactivation Fee	\$ 393.00	No	Charged By: Fire Collected By: Fire Prevention	Date: R. No.: R. Date:	Objective: Penalty Prop 26 Exception: 1,2,3 Full Cost: \$ 1,132.00	The expired construction permit reactivation fee is now being broken out by their respective programs. Not a new fee.	\$ 1,132.00	188.0%

CITY OF SANTA CLARA MUNICIPAL FEE SCHEDULE

SUBMITTED BY DEPARTMENT / DIVISION:
FIRE / PENALTY FEES

RESOLUTION NUMBER:

APPROVED:

DESCRIPTION OF FEE, RATE OR CHARGE	CURRENT FEE and PERIOD	TECHNOLOGY FEE (3.37%) APPLIES (Yes or No)	CHARGING DEPT / DIV ----- COLLECTING DEPT / DIV	DATE FEE LAST CHANGED	FEE DETAIL OBJECTIVE PROP 26 EXCEPTION (SEE READER'S GUIDE) FULL COST FACTOR	COMMENTS	PROPOSED NEW OR REVISED FEE 2024-25	Percent Change
				RESOLUTION NUMBER & DATE (if applicable)				
Administrative Citations	Penalty as Assessed per CSC Municipal Code	No	Charged By: Fire Collected By: Fire Prevention	Date: 4/18/2023 R. No.: 23-9221 R. Date: 4/18/2023	Objective: Penalty Prop 26 Exception: 5 Full Cost:		\$ Penalty as Assessed per CSC Municipal Code	
Late filing of documents/reports/information - Per Occurrence	\$ 100.00 per occurrence	No	Charged By: Fire Collected By: Fire Prevention	Date: 4/18/2023 R. No.: 23-9221 R. Date: 4/18/2023	Objective: Penalty Prop 26 Exception: 5 Full Cost:		\$ 100.00 per occurrence	
Late filing of CUPA documents/reports/information - Per Occurrence	\$	No	Charged By: Fire Collected By: Fire Prevention	Date: R. No.: R. Date:	Objective: Penalty Prop 26 Exception: 5 Full Cost:		\$ 500.00 per occurrence	New
Late Payment of Fire Operational Fire-Permit Fee - >30 days	50% of Assessed Fee Not to Exceed \$500	No	Charged By: Fire Collected By: Fire Prevention	Date: 4/18/2023 R. No.: 23-9221 R. Date: 4/18/2023	Objective: Penalty Prop 26 Exception: 5 Full Cost:	Linked to California Fire Code Section 105.5	50% of Assessed Fee Not to Exceed \$500	
Late Payment of CUPA Permit Fee - >30 days	50% of Assessed Fee Not to Exceed \$500	No	Charged By: Fire Collected By: Fire Prevention	Date: 9/19/2023 R. No.: 23-9267 R. Date: 9/19/2023	Objective: Penalty Prop 26 Exception: 5 Full Cost:		50% of Assessed Fee Not to Exceed \$500	

CITY OF SANTA CLARA MUNICIPAL FEE SCHEDULE

SUBMITTED BY DEPARTMENT / DIVISION:
FIRE / DOCUMENT FEES

RESOLUTION NUMBER:

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DESCRIPTION OF FEE , RATE OR CHARGE	CURRENT FEE and PERIOD	TECHNOLOGY FEE (3.37%) APPLIES (Yes or No)	CHARGING DEPT / DIV ----- COLLECTING DEPT / DIV	DATE FEE LAST CHANGED	FEE DETAIL OBJECTIVE PROP 26 EXCEPTION (SEE READER'S GUIDE) FULL COST FACTOR	COMMENTS	PROPOSED NEW OR REVISED FEE 2024-25	Percent Change
				RESOLUTION NUMBER & DATE (if applicable)				
Laseriche / Microfilm Copies	\$ 25.00 plus actual cost	No	Charged By: Fire Collected By: Fire	Date: 6/22/2021 R. No.: 21-8981 R. Date: 6/22/2021	Objective: Recover Cost Prop 26 Exception: 1,2 Full Cost: \$ 70.75	Records request Recover less than full cost	\$ Actual Cost	
Photographs	\$ 25.00 plus actual cost	No	Charged By: Fire Collected By: Fire	Date: 6/22/2021 R. No.: 21-8981 R. Date: 6/22/2021	Objective: Recover Cost Prop 26 Exception: 1,2 Full Cost: \$ 70.75	Records request Recover less than full cost	\$ Actual Cost	

CITY OF SANTA CLARA MUNICIPAL FEE SCHEDULE

SUBMITTED BY DEPARTMENT / DIVISION:
FIRE / CUPA FEES

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				RESOLUTION NUMBER & DATE (if applicable)				
Hazardous Waste Generator Fees: Less than 100 Kg per year	\$ 451.00 Annual	Yes	Charged By: Fire Collected By: Finance	Date: 4/18/2023 R. No.: 23-9221 R. Date: 4/18/2023	Objective: Recover Cost User Fee Prop 26 Exception: 1,2,3 Full Cost: \$ 495.25	Phasing in over 4 year period FY 22/23: 1/4 FY 23/24: 1/4 FY 24/25: 1/4 FY 25/26: 1/4	\$ 473.00 Annual	4.9%
Hazardous Waste Generator Fees: 100 kg to 999 kg	\$ 666.00 Annual	Yes	Charged By: Fire Collected By: Finance	Date: 4/18/2023 R. No.: 23-9221 R. Date: 4/18/2023	Objective: Recover Cost User Fee Prop 26 Exception: 1,2,3 Full Cost: \$ 707.50	Phasing in over 4 year period FY 22/23: 1/4 FY 23/24: 1/4 FY 24/25: 1/4 FY 25/26: 1/4	\$ 686.00 Annual	3.0%
Hazardous Waste Generator Fees: 1,000 Kg to 4.99 Tons	\$ 805.00	Yes	Charged By: Fire Collected By: Finance	Date: 4/18/2023 R. No.: 23-9221 R. Date: 4/18/2023	Objective: Recover Cost User Fee Prop 26 Exception: 1,2,3 Full Cost: \$ 990.50	Phasing in over 4 year period FY 22/23: 1/4 FY 23/24: 1/4 FY 24/25: 1/4 FY 25/26: 1/4 Not a new fee - restructuring	\$ 897.00	11.4%
Hazardous Waste Generator Fees: 5 tons to less than 25 tons per year	\$ 1,125.00 Annual	Yes	Charged By: Fire Collected By: Finance	Date: 4/18/2023 R. No.: 23-9221 R. Date: 4/18/2023	Objective: Recover Cost User Fee Prop 26 Exception: 1,2,3 Full Cost: \$ 1,415.00	Phasing in over 4 year period FY 22/23: 1/4 FY 23/24: 1/4 FY 24/25: 1/4 FY 25/26: 1/4	\$ 1,270.00 Annual	12.9%

CITY OF SANTA CLARA MUNICIPAL FEE SCHEDULE

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				RESOLUTION NUMBER & DATE (if applicable)				
Hazardous Waste Generator Fees: 25 tons and greater	\$ 1,239.00 Annual	Yes	Charged By: Fire Collected By: Finance	Date: 4/18/2023 R. No.: 23-9221 R. Date: 4/18/2023	Objective: Recover Cost User Fee Prop 26 Exception: 1,2,3 Full Cost: \$ 1,698.00	Phasing in over 4 year period FY 22/23: 1/4 FY 23/24: 1/4 FY 24/25: 1/4 FY 25/26: 1/4	\$ 1,468.00 Annual	18.5%
California Accidental Release Program (CALARP) Fees: CalARP Facility Operating Permit Program 1	\$ 2,340.00 Annual	Yes	Charged By: Fire Collected By: Finance	Date: 4/18/2023 R. No.: 23-9221 R. Date: 4/18/2023	Objective: Recover Cost User Fee Prop 26 Exception: 1,2,3 Full Cost: \$ 2,830.00	Phasing in over 4 year period FY 22/23: 1/4 FY 23/24: 1/4 FY 24/25: 1/4 FY 25/26: 1/4	\$ 2,585.00 Annual	10.5%
California Accidental Release Program (CALARP) Fees: CalARP Facility Operating Permit Program 2	\$ 2,808.00 Annual	Yes	Charged By: Fire Collected By: Finance	Date: 4/18/2023 R. No.: 23-9221 R. Date: 4/18/2023	Objective: Recover Cost User Fee Prop 26 Exception: 1,2,3 Full Cost: \$ 3,396.00	Phasing in over 4 year period FY 22/23: 1/4 FY 23/24: 1/4 FY 24/25: 1/4 FY 25/26: 1/4	\$ 3,102.00 Annual	10.5%
California Accidental Release Program (CALARP) Fees: CalARP Facility Operating Permit Program 3	\$ 2,808.00 Annual	Yes	Charged By: Fire Collected By: Finance	Date: 4/18/2023 R. No.: 23-9221 R. Date: 4/18/2023	Objective: Recover Cost User Fee Prop 26 Exception: 1,2,3 Full Cost: \$ 3,396.00	Phasing in over 4 year period FY 22/23: 1/4 FY 23/24: 1/4 FY 24/25: 1/4 FY 25/26: 1/4	\$ 3,102.00 Annual	10.5%

CITY OF SANTA CLARA MUNICIPAL FEE SCHEDULE

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FIRE / CUPA FEES

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				RESOLUTION NUMBER & DATE (if applicable)				
California Accidental Release Program (CALARP) Fees: RMP Review Fee per hour	\$ 250.00 per hour	Yes	Charged By: Fire Collected By: Finance	Date: 4/18/2023 R. No.: 23-9221 R. Date: 4/18/2023	Objective: Recover Cost User Fee Prop 26 Exception: 1,2,3 Full Cost: \$ 283.00	Phasing in over 4 year period FY 22/23: 1/4 FY 23/24: 1/4 FY 24/25: 1/4 FY 25/26: 1/4	\$ 283.00 per hour	13.2%
Onsite treatment of Hazardous Waste Annual Fee - Highest Tier: Permit by Rule	\$ 1,794.00 Annual	Yes	Charged By: Fire Collected By: Finance	Date: 4/18/2023 R. No.: 23-9221 R. Date: 4/18/2023	Objective: Recover Cost User Fee Prop 26 Exception: 1,2,3 Full Cost: \$ 2,264.00	Phasing in over 4 year period FY 22/23: 1/4 FY 23/24: 1/4 FY 24/25: 1/4 FY 25/26: 1/4	\$ 2,029.00 Annual	13.1%
Onsite treatment of Hazardous Waste Annual Fee - Highest Tier: Conditionally Authorized	\$ 1,183.00 Annual	Yes	Charged By: Fire Collected By: Finance	Date: 4/18/2023 R. No.: 23-9221 R. Date: 4/18/2023	Objective: Recover Cost User Fee Prop 26 Exception: 1,2,3 Full Cost: \$ 1,415.00	Phasing in over 4 year period FY 22/23: 1/4 FY 23/24: 1/4 FY 24/25: 1/4 FY 25/26: 1/4	\$ 1,299.00 Annual	9.8%
Onsite treatment of Hazardous Waste Annual Fee - Highest Tier: Conditionally Exempt	\$ 468.00 Annual	Yes	Charged By: Fire Collected By: Finance	Date: 4/18/2023 R. No.: 23-9221 R. Date: 4/18/2023	Objective: Recover Cost User Fee Prop 26 Exception: 1,2,3 Full Cost: \$ 566.00	Phasing in over 4 year period FY 22/23: 1/4 FY 23/24: 1/4 FY 24/25: 1/4 FY 25/26: 1/4	\$ 517.00 Annual	10.5%

CITY OF SANTA CLARA MUNICIPAL FEE SCHEDULE

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FIRE / CUPA FEES

RESOLUTION NUMBER:

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				RESOLUTION NUMBER & DATE (if applicable)				
State of California Annual Surcharges: CUPA Oversight Fee	\$ As Determined by State Regulation	No	Charged By: Fire Collected By: Finance	Date: 7/14/2009 R. No.: 09-7653 R. Date: 7/14/2009	Objective: User Fee Prop 26 Exception: 1,2,3 Full Cost: N/A	Set by State Collected by City and paid to State.	\$ As Determined by State Regulation	
State of California Annual Surcharges: Underground Tank Fee	\$ As Determined by State Regulation	No	Charged By: Fire Collected By: Finance	Date: 7/14/2009 R. No.: 09-7653 R. Date: 7/14/2009	Objective: User Fee Prop 26 Exception: 1,2,3 Full Cost: N/A	Set by State Collected by City and paid to State.	\$ As Determined by State Regulation	
State of California Annual Surcharges: California Accidental Release Prevention Program	\$ As Determined by State Regulation	No	Charged By: Fire Collected By: Finance	Date: 7/14/2009 R. No.: 09-7653 R. Date: 7/14/2009	Objective: User Fee Prop 26 Exception: 1,2,3 Full Cost: N/A	Set by State Collected by City and paid to State.	\$ As Determined by State Regulation	
State of California Annual Surcharges: Aboveground Petroleum Storage Act	\$ As Determined by State Regulation	No	Charged By: Fire Collected By: Finance	Date: 4/21/2015 R. No.: 15-8226 R. Date: 4/21/2015	Objective: User Fee Prop 26 Exception: 1,2,3 Full Cost: N/A	Set by State Collected by City and paid to State.	\$ As Determined by State Regulation	

CITY OF SANTA CLARA MUNICIPAL FEE SCHEDULE

SUBMITTED BY DEPARTMENT / DIVISION:
FIRE / CUPA FEES

RESOLUTION NUMBER:

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				RESOLUTION NUMBER & DATE (if applicable)				
Aboveground Petroleum Storage Tank Program <1,320 gallon capacity	\$ 578.00 Annual	Yes	Charged By: Fire Collected By: Finance	Date: 4/18/2023 R. No.: 23-9221 R. Date: 4/18/2023	Objective: Recover Cost User Fee Prop 26 Exception: 1,2,3 Full Cost: \$ 707.50	Phasing in over 4 year period FY 22/23: 1/4 FY 23/24: 1/4 FY 24/25: 1/4 FY 25/26: 1/4	\$ 642.00 Annual	11.1%
Aboveground Petroleum Storage Tank Program 1,320 - 10,000 gallon capacity	\$ 832.00 Annual	Yes	Charged By: Fire Collected By: Finance	Date: 4/18/2023 R. No.: 23-9221 R. Date: 4/18/2023	Objective: Recover Cost User Fee Prop 26 Exception: 1,2,3 Full Cost: \$ 1,132.00	Phasing in over 4 year period FY 22/23: 1/4 FY 23/24: 1/4 FY 24/25: 1/4 FY 25/26: 1/4	\$ 982.00 Annual	18.0%
Aboveground Petroleum Storage Tank Program More than 10,000 gallon capacity	\$ 1,084.00 Annual	Yes	Charged By: Fire Collected By: Finance	Date: 4/18/2023 R. No.: 23-9221 R. Date: 4/18/2023	Objective: Recover Cost User Fee Prop 26 Exception: 1,2,3 Full Cost: \$ 1,415.00	Phasing in over 4 year period FY 22/23: 1/4 FY 23/24: 1/4 FY 24/25: 1/4 FY 25/26: 1/4	\$ 1,249.00 Annual	15.2%
Aboveground Petroleum Storage Tank Program Tank in Underground Area (TIUGA)	\$ 492.00 Annual	Yes	Charged By: Fire Collected By: Finance	Date: 4/18/2023 R. No.: 23-9221 R. Date: 4/18/2023	Objective: Recover Cost User Fee Prop 26 Exception: 1,2,3 Full Cost: \$ 566.00	Phasing in over 4 year period FY 22/23: 1/4 FY 23/24: 1/4 FY 24/25: 1/4 FY 25/26: 1/4	\$ 529.00 Annual	7.5%

CITY OF SANTA CLARA MUNICIPAL FEE SCHEDULE

SUBMITTED BY DEPARTMENT / DIVISION:
FIRE / CUPA FEES

RESOLUTION NUMBER:

APPROVED:

DESCRIPTION OF FEE , RATE OR CHARGE	CURRENT FEE and PERIOD	TECHNOLOGY FEE (3.37%) APPLIES (Yes or No)	CHARGING DEPT / DIV ----- COLLECTING DEPT / DIV	DATE FEE LAST CHANGED	FEE DETAIL OBJECTIVE PROP 26 EXCEPTION (SEE READER'S GUIDE) FULL COST FACTOR	COMMENTS	PROPOSED NEW OR REVISED FEE 2024-25	Percent Change
				RESOLUTION NUMBER & DATE (if applicable)				
Underground Hazardous Materials Tank: First Tank	\$ 1,646.00 Annual	Yes	Charged By: Fire Collected By: Finance	Date: 4/18/2023 R. No.: 23-9221 R. Date: 4/18/2023	Objective: Recover Cost User Fee Prop 26 Exception: 1,2,3 Full Cost: \$ 2,051.75	Phasing in over 4 year period FY 22/23: 1/4 FY 23/24: 1/4 FY 24/25: 1/4 FY 25/26: 1/4	\$ 1,848.00 Annual	12.3%
Underground Hazardous Materials Tank: Each additional tank	\$ 502.00 Annual	Yes	Charged By: Fire Collected By: Finance	Date: 4/18/2023 R. No.: 23-9221 R. Date: 4/18/2023	Objective: Recover Cost User Fee Prop 26 Exception: 1,2,3 Full Cost: \$ 566.00	Phasing in over 4 year period FY 22/23: 1/4 FY 23/24: 1/4 FY 24/25: 1/4 FY 25/26: 1/4	\$ 534.00 Annual	6.4%
Hazardous Materials Business Plan 1-3 chemicals	\$ 605.00 Annual	Yes	Charged By: Fire Collected By: Finance	Date: 4/18/2023 R. No.: 23-9221 R. Date: 4/18/2023	Objective: Recover Cost User Fee Prop 26 Exception: 1,2,3 Full Cost: \$ 849.00	Phasing in over 4 year period FY 22/23: 1/4 FY 23/24: 1/4 FY 24/25: 1/4 FY 25/26: 1/4	\$ 727.00 Annual	20.2%
Hazardous Materials Business Plan 4-6 chemicals	\$ 864.00 Annual	Yes	Charged By: Fire Collected By: Finance	Date: 4/18/2023 R. No.: 23-9221 R. Date: 4/18/2023	Objective: Recover Cost User Fee Prop 26 Exception: 1,2,3 Full Cost: \$ 1,132.00	Phasing in over 4 year period FY 22/23: 1/4 FY 23/24: 1/4 FY 24/25: 1/4 FY 25/26: 1/4	\$ 998.00 Annual	15.5%

CITY OF SANTA CLARA MUNICIPAL FEE SCHEDULE

SUBMITTED BY DEPARTMENT / DIVISION:
FIRE / CUPA FEES

RESOLUTION NUMBER:

APPROVED:

DESCRIPTION OF FEE , RATE OR CHARGE	CURRENT FEE and PERIOD	TECHNOLOGY FEE (3.37%) APPLIES (Yes or No)	CHARGING DEPT / DIV ----- COLLECTING DEPT / DIV	DATE FEE LAST CHANGED	FEE DETAIL OBJECTIVE PROP 26 EXCEPTION (SEE READER'S GUIDE) FULL COST FACTOR	COMMENTS	PROPOSED NEW OR REVISED FEE 2024-25	Percent Change
				RESOLUTION NUMBER & DATE (if applicable)				
Hazardous Materials Business Plan 7-9 chemicals	\$ 1,297.00 Annual	Yes	Charged By: Fire Collected By: Finance	Date: 4/18/2023 R. No.: 23-9221 R. Date: 4/18/2023	Objective: Recover Cost User Fee Prop 26 Exception: 1,2,3 Full Cost: \$ 1,698.00	Phasing in over 4 year period FY 22/23: 1/4 FY 23/24: 1/4 FY 24/25: 1/4 FY 25/26: 1/4	\$ 1,497.00 Annual	15.4%
Hazardous Materials Business Plan 10-15 chemicals	\$ 1,743.00 Annual	Yes	Charged By: Fire Collected By: Finance	Date: 4/18/2023 R. No.: 23-9221 R. Date: 4/18/2023	Objective: Recover Cost User Fee Prop 26 Exception: 1,2,3 Full Cost: \$ 2,264.00	Phasing in over 4 year period FY 22/23: 1/4 FY 23/24: 1/4 FY 24/25: 1/4 FY 25/26: 1/4	\$ 2,003.00 Annual	14.9%
Hazardous Materials Business Plan 16-21 chemicals	\$ 2,206.00 Annual	Yes	Charged By: Fire Collected By: Finance	Date: 4/18/2023 R. No.: 23-9221 R. Date: 4/18/2023	Objective: Recover Cost User Fee Prop 26 Exception: 1,2,3 Full Cost: \$ 2,830.00	Phasing in over 4 year period FY 22/23: 1/4 FY 23/24: 1/4 FY 24/25: 1/4 FY 25/26: 1/4	\$ 2,518.00 Annual	14.1%
Hazardous Materials Business Plan Each additional chemical > 21 chemical	\$ 61.00 Annual	Yes	Charged By: Fire Collected By: Finance	Date: 4/18/2023 R. No.: 23-9221 R. Date: 4/18/2023	Objective: Recover Cost User Fee Prop 26 Exception: 1,2,3 Full Cost: \$ 70.75	Phasing in over 4 year period FY 22/23: 1/4 FY 23/24: 1/4 FY 24/25: 1/4 FY 25/26: 1/4	\$ 65.00 Annual	6.6%

CITY OF SANTA CLARA MUNICIPAL FEE SCHEDULE

SUBMITTED BY DEPARTMENT / DIVISION:
FIRE / CUPA FEES

RESOLUTION NUMBER:

APPROVED:

DESCRIPTION OF FEE , RATE OR CHARGE	CURRENT FEE and PERIOD	TECHNOLOGY FEE (3.37%) APPLIES (Yes or No)	CHARGING DEPT / DIV ----- COLLECTING DEPT / DIV	DATE FEE LAST CHANGED	FEE DETAIL OBJECTIVE (SEE READER'S GUIDE) FULL COST FACTOR	COMMENTS	PROPOSED NEW OR REVISED FEE 2024-25	Percent Change
				RESOLUTION NUMBER & DATE (if applicable)				
Field Sample - Environmental Laboratory Analysis		No	Charged By: Fire Collected By: Fire Prevention	Date: R. No.: R. Date:	Objective: Recover Cost User Fee Prop 26 Exception: 1,2,3 Full Cost:		\$ Actual Cost	New
Miscellaneous CUPA Inspection, CUPA Plan Reviews, CUPA Field Sampling, or CUPA Investigation, per hour		No	Charged By: Fire Collected By: Fire Prevention	Date: R. No.: R. Date:	Objective: Recover Cost User Fee Prop 26 Exception: 1,2,3 Full Cost: \$ 283.00		\$ 283.00 per hour	New

CITY OF SANTA CLARA MUNICIPAL FEE SCHEDULE

SUBMITTED BY DEPARTMENT / DIVISION:
FIRE / EMERGENCY MEDICAL SERVICES

RESOLUTION NUMBER:

APPROVED:

DESCRIPTION OF FEE , RATE OR CHARGE	CURRENT FEE and PERIOD	TECHNOLOGY FEE (3.37%) APPLIES (Yes or No)	CHARGING DEPT / DIV ----- COLLECTING DEPT / DIV	DATE FEE LAST CHANGED	FEE DETAIL OBJECTIVE PROP 26 EXCEPTION (SEE READER'S GUIDE) FULL COST FACTOR	COMMENTS	PROPOSED NEW OR REVISED FEE 2024-25	Percent Change
				RESOLUTION NUMBER & DATE (if applicable)				
Ambulance Transport Fees	\$ As determined by the County of Santa Clara	No	Charged By: Fire Collected By: Fire	Date: R. No.: R. Date:	Objective: Recover Cost Prop 26 Exception: Full Cost: N/A	Ambulance Transport Fees align with the Santa Clara County EMS Agency Fee Schedule	\$ As determined by the County of Santa Clara	New

Municipal Fee Schedule



Library

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CITY OF SANTA CLARA MUNICIPAL FEE SCHEDULE

SUBMITTED BY DEPARTMENT / DIVISION:
LIBRARY

RESOLUTION NUMBER:

APPROVED:

DESCRIPTION OF FEE , RATE OR CHARGE	CURRENT FEE and PERIOD	TECHNOLOGY FEE (3.37%) APPLIES (Yes or No)	CHARGING DEPT / DIV ----- COLLECTING DEPT / DIV	DATE FEE LAST CHANGED	FEE DETAIL OBJECTIVE PROP 26 EXCEPTION (SEE READER'S GUIDE) FULL COST FACTOR	COMMENTS	PROPOSED NEW OR REVISED FEE 2024-25	Percent Change
				ORDINANCE NUMBER & DATE (if applicable)				
Overdue fines covering interlibrary loans	\$ -----1.50 per item per day	No	Charged By: Library Collected By: Library	Date: 6/11/2013 O. No.: O. Date:	Objective:- Penalty Prop 26 Exception: 5 Full Cost: N/A	Fine is assessed to encourage prompt return of the materials. Fee No Longer Needed	\$ 1.50 per item per day	
Replacement for library materials	\$ Current costs of item +processing fee: \$ 5.00 or \$ 15.00	No No No	Charged By: Library Collected By: Library	Date: 4/18/2017 O. No.: O. Date:	Objective: Recover Cost Prop 26 Exception: 1,2 Full Cost: \$5 plus materials	Processing fee incurred to recover some of the cost of replacing library materials. Two tier system: \$5.00 for paperbacks and \$15.00 all other items Two tier system no longer needed	\$ Current costs of item + processing fee: \$ 5.00 \$ 15.00	
Replacement fee for lost or damaged library card	\$ 2.00	No	Charged By: Library Collected By: Library	Date: 4/22/2014 O. No.: O. Date:	Objective: Recover Cost Prop 26 Exception: 1,2 Full Cost:	Cost recovery for replacing a lost or damaged library card; 1st replacement at no charge.	\$ 2.00	
Replacement Fees for Portable Electronic Devices		No	Charged By: Library Collected By: Library	Date: O. No.: O. Date:	Objective: Recover Cost Prop 26 Exception: 1,2 Full Cost: N/A	Fees are in place. Adding to Citywide fee schedule for fee schedule clarity		
Chromebooks Replacement Fee	\$ 265.00						\$ 265.00	
Mobile Hotspot Replacement Fee	\$ 60.00						\$ 60.00	
Fitbit Zip Replacement Fee	\$ 59.95						\$ 59.95	
Lost Sleeve	\$ 20.00						\$ 20.00	
Lost Clear Case Box	\$ 2.00						\$ 2.00	

CITY OF SANTA CLARA MUNICIPAL FEE SCHEDULE

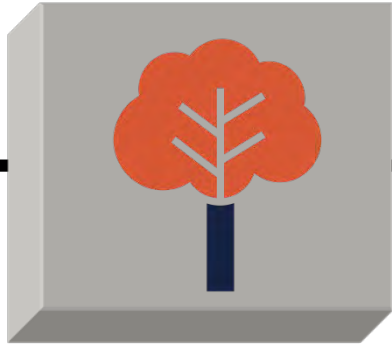
SUBMITTED BY DEPARTMENT / DIVISION:
LIBRARY

RESOLUTION NUMBER:

APPROVED:

DESCRIPTION OF FEE , RATE OR CHARGE	CURRENT FEE and PERIOD	TECHNOLOGY FEE (3.37%) APPLIES (Yes or No)	CHARGING DEPT / DIV	DATE FEE LAST CHANGED	FEE DETAIL OBJECTIVE PROP 26 EXCEPTION (SEE READER'S GUIDE) FULL COST FACTOR	COMMENTS	PROPOSED NEW OR REVISED FEE 2024-25	Percent Change
			----- COLLECTING DEPT / DIV	ORDINANCE NUMBER & DATE (if applicable)				
Fee for borrowing materials from other libraries (interlibrary loan)	\$ 10.00 per item	No	Charged By: Library Collected By: Library	Date: 5/8/2018 O. No.: O. Date:	Objective: Recover Cost Prop 26 Exception: 1,2 Full Cost: \$ -		\$ 10.00 per item	
Replacement fee for lost Link+ materials borrowed from other libraries	\$ 115.00	No	Charged By: Library Collected By: Library	Date: 6/10/2003 O. No.: O. Date:	Objective: Recover Cost Prop 26 Exception: 1,2 Full Cost:	Replacement fee is collected by the library and transferred to the owning library; fee amount is determined by Link+ consortium.	\$ 115.00	
Collection Agency Fee Library Asset Recovery	\$ 16.00	No	Charged By: Library Collected By: Library	Date: 4/19/2022 R. No.: 22-9081 R. Date: 4/19/2022	Objective: Recover Cost Prop 26 Exception: 1,2 Full Cost: \$ -	Fee is assessed to recover the cost charged by collection agency to the library for resolving delinquent accounts.	\$ 16.00	
Fee for using library meeting room Residents / Non-Profits Non-residents Additional assistance required	 \$ 20.00 per meeting \$ 90.00 per hour \$ 30.00 per hour	 No No No	Charged By: Library Collected By: Library	Date: 6/21/2022 R. No.: 22-9112 R. Date: 6/21/2022	Objective: User Fee Prop 26 Exception: 4 Full Cost: N/A		 \$ 20.00 per meeting \$ 90.00 per hour \$ 30.00 per hour	

Municipal Fee Schedule



Parks and Recreation

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CITY OF SANTA CLARA MUNICIPAL FEE SCHEDULE

SUBMITTED BY DEPARTMENT / DIVISION:
PARKS & RECREATION / CEMETERY

RESOLUTION NUMBER:

APPROVED:

DESCRIPTION OF FEE, RATE OR CHARGE	CURRENT FEE and PERIOD	TECHNOLOGY FEE (3.37%) APPLIES (Yes or No)	CHARGING DEPT / DIV ----- COLLECTING DEPT / DIV	DATE FEE LAST CHANGED	FEE DETAIL OBJECTIVE PROP 26 EXCEPTION (SEE READER'S GUIDE) FULL COST FACTOR	COMMENTS ** Plus sales tax.	PROPOSED NEW OR REVISED FEE 2024-25	Percent Change
				ORDINANCE NUMBER & DATE (if applicable)				
SITE PREPARATION								
Casket Burial, Install Single Burial Vault, Single Depth Grave	\$ 3,807.00	No	Charged by: Cemetery Collected By: Cemetery & Finance	Date: 4/18/2023 R. No.: 23-9221 R. Date: 4/18/2023	Objective: Recover Cost Prop 26 Exception: N/A Full Cost: \$ 3,946.56		\$ 3,946.00	3.7%
Casket Burial, Install Single Burial Vault, Double Depth Grave	\$ 3,863.00	No	Charged by: Cemetery Collected By: Cemetery & Finance	Date: 4/18/2023 R. No.: 23-9221 R. Date: 4/18/2023	Objective: Recover Cost Prop 26 Exception: N/A Full Cost: \$ 4,004.62		\$ 4,004.00	3.7%
Casket Burial, Install Companion Vault, Double Depth Grave	\$ 4,635.00	No	Charged by: Cemetery Collected By: Cemetery & Finance	Date: 4/18/2023 R. No.: 23-9221 R. Date: 4/18/2023	Objective: Recover Cost Prop 26 Exception: N/A Full Cost: \$ 4,804.92		\$ 4,804.00	3.6%
Casket Burial, Pre-Installed Companion Vault, Double Depth Grave	\$ 3,530.00	No	Charged by: Cemetery Collected By: Cemetery & Finance	Date: 4/18/2023 R. No.: 23-9221 R. Date: 4/18/2023	Objective: Recover Cost Prop 26 Exception: N/A Full Cost: \$ 3,659.41		\$ 3,659.00	3.7%
Casket Burial, Install One Small Burial Vault (infants/babies), Single Depth Grave	\$ 288.00	No	Charged by: Cemetery Collected By: Cemetery & Finance	Date: 4/18/2023 R. No.: 23-9221 R. Date: 4/18/2023	Objective: Recover Cost Prop 26 Exception: N/A Full Cost: \$ 3,260.60		\$ 298.00	3.5%

(Note: "N/A" here signifies the fee, rate, or charge is not a fee imposed exclusively by local government.)

CITY OF SANTA CLARA MUNICIPAL FEE SCHEDULE

**SUBMITTED BY DEPARTMENT / DIVISION:
PARKS & RECREATION / CEMETERY**

RESOLUTION NUMBER:

APPROVED:

DESCRIPTION OF FEE, RATE OR CHARGE	CURRENT FEE and PERIOD	TECHNOLOGY FEE (3.37%) APPLIES (Yes or No)	CHARGING DEPT / DIV ----- COLLECTING DEPT / DIV	DATE FEE LAST CHANGED	FEE DETAIL OBJECTIVE PROP 26 EXCEPTION (SEE READER'S GUIDE) FULL COST FACTOR	COMMENTS ** Plus sales tax.	PROPOSED NEW OR REVISED FEE 2024-25	Percent Change
				ORDINANCE NUMBER & DATE (if applicable)				
Casket - One casket Burial in a grave, with existing cremation(s)	\$ 3,751.00	No	Charged by: Cemetery Collected By: Cemetery & Finance	Date: 4/18/2023 R. No.: 23-9221 R. Date: 4/18/2023	Objective: Recover Cost Prop 26 Exception: N/A Full Cost: \$ 3,888.51		\$ 3,888.00	3.7%
Cremation - One cremation burial in a Grave	\$ 1,545.00	No	Charged by: Cemetery Collected By: Cemetery & Finance	Date: 4/18/2023 R. No.: 23-9221 R. Date: 4/18/2023	Objective: Recover Cost Prop 26 Exception: N/A Full Cost: \$ 1,601.64		\$ 1,601.00	3.6%
Cremation - One Cremation placement in a Niche.	\$ 1,213.00	No	Charged by: Cemetery Collected By: Cemetery & Finance	Date: 4/18/2023 R. No.: 23-9221 R. Date: 4/18/2023	Objective: Recover Cost Prop 26 Exception: N/A Full Cost: \$ 1,257.47		\$ 1,257.00	3.6%
Casket - One casket placement in a Crypt	\$ 2,428.00	No	Charged by: Cemetery Collected By: Cemetery & Finance	Date: 4/18/2023 R. No.: 23-9221 R. Date: 4/18/2023	Objective: Recover Cost Prop 26 Exception: N/A Full Cost: \$ 2,517.01		\$ 2,517.00	3.7%

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CITY OF SANTA CLARA MUNICIPAL FEE SCHEDULE

SUBMITTED BY DEPARTMENT / DIVISION:
PARKS & RECREATION / CEMETERY

RESOLUTION NUMBER:

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DESCRIPTION OF FEE, RATE OR CHARGE	CURRENT FEE and PERIOD	TECHNOLOGY FEE (3.37%) APPLIES (Yes or No)	CHARGING DEPT / DIV ----- COLLECTING DEPT / DIV	DATE FEE LAST CHANGED	FEE DETAIL OBJECTIVE PROP 26 EXCEPTION (SEE READER'S GUIDE) FULL COST FACTOR	COMMENTS ** Plus sales tax.	PROPOSED NEW OR REVISED FEE 2024-25	Percent Change
				ORDINANCE NUMBER & DATE (if applicable)				
Disinterment - One Casket from a Grave	\$ 4,635.00	No	Charged by: Cemetery Collected By: Cemetery & Finance	Date: 4/18/2023 R. No.: 23-9221 R. Date: 4/18/2023	Objective: Recover Cost Prop 26 Exception: N/A Full Cost: \$ 4,804.92		\$ 4,804.00	3.6%
Disinterment - One Casket from a Crypt	\$ 2,206.00	No	Charged by: Cemetery Collected By: Cemetery & Finance	Date: 4/18/2023 R. No.: 23-9221 R. Date: 4/18/2023	Objective: Recover Cost Prop 26 Exception: N/A Full Cost: \$ 2,286.87		\$ 2,286.00	3.6%
Disinterment of One Cremation from a Grave	\$ 1,103.00	No	Charged by: Cemetery Collected By: Cemetery & Finance	Date: 4/18/2023 R. No.: 23-9221 R. Date: 4/18/2023	Objective: Recover Cost Prop 26 Exception: N/A Full Cost: \$ 1,143.44		\$ 1,143.00	3.6%
Disinterment of One Cremation from a Niche	\$ 606.00	No	Charged by: Cemetery Collected By: Cemetery & Finance	Date: 4/18/2023 R. No.: 23-9221 R. Date: 4/18/2023	Objective: Recover Cost Prop 26 Exception: N/A Full Cost: \$ 628.22		\$ 628.00	3.6%
Disinter and reinter casket into same grave to make Grave extra depth (Vault not included)	\$ 5,590.00	No	Charged by: Cemetery Collected By: Cemetery & Finance	Date: 4/18/2023 R. No.: 23-9221 R. Date: 4/18/2023	Objective: Recover Cost Prop 26 Exception: N/A Full Cost: \$ 5,794.93		\$ 5,794.00	3.6%

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CITY OF SANTA CLARA MUNICIPAL FEE SCHEDULE

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PARKS & RECREATION / CEMETERY

RESOLUTION NUMBER:

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				ORDINANCE NUMBER & DATE (if applicable)				
MARKER INSTALLATION								
Installation of a monobar, emblem, flower vase, or ring on a crypt (each)	\$ Actual Cost	No	Charged by: Cemetery Collected By: Cemetery & Finance	Date: R. No.: R. Date:	Objective: Recover Cost Prop 26 Exception: N/A Full Cost: Actual Cost	Service performed by outside agency charge is market rate	\$ Actual Cost	
Installation of a flower vase and ring on a niche (each)	\$ Actual Cost	No	Charged by: Cemetery Collected By: Cemetery & Finance	Date: R. No.: R. Date:	Objective: Recover Cost Prop 26 Exception: N/A Full Cost: Actual Cost	Service performed by outside agency charge is market rate	\$ Actual Cost	
Inscribe shutters or grave markers (per letter charge)	\$ Actual Cost	No	Charged by: Cemetery Collected By: Cemetery & Finance	Date: R. No.: R. Date:	Objective: Recover Cost Prop 26 Exception: N/A Full Cost: Actual Cost	Service performed by outside agency charge is market rate	\$ Actual Cost	
Installation of a niche plaque (each)	\$ Actual Cost	No	Charged by: Cemetery Collected By: Cemetery & Finance	Date: R. No.: R. Date:	Objective: Recover Cost Prop 26 Exception: N/A Full Cost: Actual Cost	Service performed by outside agency charge is market rate	\$ Actual Cost	
Installation of grave marker in South Babyland, Babyland, Children's Garden and Oak Grove Infant	\$ 297.00	No	Charged by: Cemetery Collected By: Cemetery & Finance	Date: 4/18/2023 R. No.: 23-9221 R. Date: 4/18/2023	Objective: Recover Cost Prop 26 Exception: N/A Full Cost: \$ 674.24		\$ 307.00	3.4%

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CITY OF SANTA CLARA MUNICIPAL FEE SCHEDULE

SUBMITTED BY DEPARTMENT / DIVISION:
PARKS & RECREATION / CEMETERY

RESOLUTION NUMBER:

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				ORDINANCE NUMBER & DATE (if applicable)				
Flat marker (10"x18" or 12"x24") set into earth	\$ 227.00	No	Charged by: Cemetery Collected By: Cemetery & Finance	Date: 4/18/2023 R. No.: 23-9221 R. Date: 4/18/2023	Objective: Recover Cost Prop 26 Exception: N/A Full Cost: \$ 235.32		\$ 235.00	3.5%
Flat marker (20"x28") set into earth	\$ 283.00	No	Charged by: Cemetery Collected By: Cemetery & Finance	Date: 4/18/2023 R. No.: 23-9221 R. Date: 4/18/2023	Objective: Recover Cost Prop 26 Exception: N/A Full Cost: \$ 293.37		\$ 293.00	3.5%
Flat marker (10"x18" or 12"x24") set into concrete frame, with or w/o vase cups	\$ 683.00	No	Charged by: Cemetery Collected By: Cemetery & Finance	Date: 4/18/2023 R. No.: 23-9221 R. Date: 4/18/2023	Objective: Recover Cost Prop 26 Exception: N/A Full Cost: \$ 708.04		\$ 708.00	3.7%
Single (34" x 12") or Double (46" x 12") Upright Monument Foundation	\$ 440.00	No	Charged by: Cemetery Collected By: Cemetery & Finance	Date: 4/18/2023 R. No.: 23-9221 R. Date: 4/18/2023	Objective: Recover Cost Prop 26 Exception: N/A Full Cost: \$ 456.13		\$ 456.00	3.6%

(Note: "N/A" here signifies the fee, rate, or charge is not a fee imposed exclusively by local government.)

CITY OF SANTA CLARA MUNICIPAL FEE SCHEDULE

**SUBMITTED BY DEPARTMENT / DIVISION:
PARKS & RECREATION / CEMETERY**

RESOLUTION NUMBER:

APPROVED:

DESCRIPTION OF FEE, RATE OR CHARGE	CURRENT FEE and PERIOD	TECHNOLOGY FEE (3.37%) APPLIES (Yes or No)	CHARGING DEPT / DIV ----- COLLECTING DEPT / DIV	DATE FEE LAST CHANGED	FEE DETAIL OBJECTIVE PROP 26 EXCEPTION (SEE READER'S GUIDE) FULL COST FACTOR	COMMENTS ** Plus sales tax.	PROPOSED NEW OR REVISED FEE 2024-25	Percent Change
				ORDINANCE NUMBER & DATE (if applicable)				
Remove and dispose of marker, marker frame, plaque, vase and ring upon request	\$ 220.00	No	Charged by: Cemetery Collected By: Cemetery & Finance	Date: 4/18/2023 R. No.: 23-9221 R. Date: 4/18/2023	Objective: Recover Cost Prop 26 Exception: N/A Full Cost: \$ 228.07		\$ 228.00	3.6%
PROFESSIONAL SERVICES								
Vault Disposal Casket	\$ 440.00	No	Charged by: Cemetery Collected By: Cemetery & Finance	Date: 4/18/2023 R. No.: 23-9221 R. Date: 4/18/2023	Objective: Recover Cost Prop 26 Exception: N/A Full Cost: \$ 456.13		\$ 456.00	3.6%
Vault Disposal Cremation	\$ 73.00	No	Charged by: Cemetery Collected By: Cemetery & Finance	Date: 4/18/2023 R. No.: 23-9221 R. Date: 4/18/2023	Objective: Recover Cost Prop 26 Exception: N/A Full Cost: \$ 75.68		\$ 75.00	2.7%
Sanitize Crypt	\$ 1,545.00	No	Charged by: Cemetery Collected By: Cemetery & Finance	Date: 4/18/2023 R. No.: 23-9221 R. Date: 4/18/2023	Objective: Recover Cost Prop 26 Exception: N/A Full Cost: \$ 1,601.64		\$ 1,601.00	3.6%

(Note: "N/A" here signifies the fee, rate, or charge is not a fee imposed exclusively by local government.)

CITY OF SANTA CLARA MUNICIPAL FEE SCHEDULE

SUBMITTED BY DEPARTMENT / DIVISION:
PARKS & RECREATION / CEMETERY

RESOLUTION NUMBER:

APPROVED:

DESCRIPTION OF FEE, RATE OR CHARGE	CURRENT FEE and PERIOD	TECHNOLOGY FEE (3.37%) APPLIES (Yes or No)	CHARGING DEPT / DIV ----- COLLECTING DEPT / DIV	DATE FEE LAST CHANGED	FEE DETAIL OBJECTIVE PROP 26 EXCEPTION (SEE READER'S GUIDE) FULL COST FACTOR	COMMENTS ** Plus sales tax.	PROPOSED NEW OR REVISED FEE 2024-25	Percent Change
				ORDINANCE NUMBER & DATE (if applicable)				
City to repurchase interment rights	\$ 214.00	No	Charged by: Cemetery Collected By: Cemetery & Finance	Date: 4/18/2023 R. No.: 23-9221 R. Date: 4/18/2023	Objective: Recover Cost Prop 26 Exception: N/A Full Cost: \$ 221.85		\$ 221.00	3.3%
Burial Permit Filing Fee	\$ 431.00	No	Charged by: Cemetery Collected By: Cemetery & Finance	Date: 4/18/2023 R. No.: 23-9221 R. Date: 4/18/2023	Objective: Recover Cost Prop 26 Exception: N/A Full Cost: \$ 446.80		\$ 446.00	3.5%
Dig single depth grave to double depth (Grave, casket)	\$ 661.00	No	Charged by: Cemetery Collected By: Cemetery & Finance	Date: 4/18/2023 R. No.: 23-9221 R. Date: 4/18/2023	Objective: Recover Cost Prop 26 Exception: N/A Full Cost: \$ 685.23		\$ 685.00	3.6%
First Year Maintenance Fee	\$ 440.00	No	Charged by: Cemetery Collected By: Cemetery & Finance	Date: 4/18/2023 R. No.: 23-9221 R. Date: 4/18/2023	Objective: Recover Cost Prop 26 Exception: N/A Full Cost: \$ 456.13		\$ 456.00	3.6%

(Note: "N/A" here signifies the fee, rate, or charge is not a fee imposed exclusively by local government.)

CITY OF SANTA CLARA MUNICIPAL FEE SCHEDULE

**SUBMITTED BY DEPARTMENT / DIVISION:
PARKS & RECREATION / CEMETERY**

RESOLUTION NUMBER:

APPROVED:

DESCRIPTION OF FEE, RATE OR CHARGE	CURRENT FEE and PERIOD	TECHNOLOGY FEE (3.37%) APPLIES (Yes or No)	CHARGING DEPT / DIV ----- COLLECTING DEPT / DIV	DATE FEE LAST CHANGED	FEE DETAIL OBJECTIVE PROP 26 EXCEPTION (SEE READER'S GUIDE) FULL COST FACTOR	COMMENTS ** Plus sales tax.	PROPOSED NEW OR REVISED FEE 2024-25	Percent Change
				ORDINANCE NUMBER & DATE (if applicable)				
Hourly Rate (Personnel)	\$ 220.00	No	Charged by: Cemetery Collected By: Cemetery & Finance	Date: 4/18/2023 R. No.: 23-9221 R. Date: 4/18/2023	Objective: Recover Cost Prop 26 Exception: N/A Full Cost: \$ 228.07		\$ 228.00	3.6%
Custom Hourly Rate	\$ Actual Cost	No	Charged by: Cemetery Collected By: Cemetery & Finance	Date: R. No.: R. Date:	Objective: Recover Cost Prop 26 Exception: N/A Full Cost: Actual Cost		\$ Actual Cost	
Saturday Service - Casket (Hourly Rate)	\$ Actual Cost	No	Charged by: Cemetery Collected By: Cemetery & Finance	Date: R. No.: R. Date:	Objective: Recover Cost Prop 26 Exception: N/A Full Cost: Actual Cost		\$ Actual Cost	
Saturday Service - Cremation (Hourly Rate)	\$ Actual Cost	No	Charged by: Cemetery Collected By: Cemetery & Finance	Date: R. No.: R. Date:	Objective: Recover Cost Prop 26 Exception: N/A Full Cost: Actual Cost		\$ Actual Cost	

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CITY OF SANTA CLARA MUNICIPAL FEE SCHEDULE

SUBMITTED BY DEPARTMENT / DIVISION:
PARKS & RECREATION / CEMETERY

RESOLUTION NUMBER:

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				ORDINANCE NUMBER & DATE (if applicable)				
Chapel rental - Two Hours of Use		No	Charged by: Cemetery	Date: 4/18/2023	Objective: Recover Cost			
Non- Resident	\$ 349.00			R. No.: 23-9221	Prop 26 Exception: N/A		\$ 361.00	3.4%
Resident	\$ No Charge		Collected By: Cemetery & Finance	R. Date: 4/18/2023	Full Cost: \$ 361.79		\$ No Charge	
PERPETUAL CARE (ENDOWMENT)								
<u>Casket - Two Caskets Below Ground Burial</u>	\$ 5,475.00	No	Charged by: Cemetery	Date: 4/18/2023	Objective: Recover Cost		\$ 5,675.00	3.7%
				R. No.: 23-9221	Prop 26 Exception: N/A			
			Collected By: Cemetery & Finance	R. Date: 4/18/2023	Full Cost: \$ 5,675.71			
<u>Casket - Two Caskets Above Ground Burial</u>	\$ 5,475.00	No	Charged by: Cemetery	Date: 4/18/2023	Objective: Recover Cost		\$ 5,675.00	3.7%
				R. No.: 23-9221	Prop 26 Exception: N/A			
			Collected By: Cemetery & Finance	R. Date: 4/18/2023	Full Cost: \$ 5,675.71			
<u>Casket - One Casket Below Ground</u>	\$ 2,735.00	No	Charged by: Cemetery	Date: 4/18/2023	Objective: Recover Cost		\$ 2,835.00	3.7%
				R. No.: 23-9221	Prop 26 Exception: N/A			
			Collected By: Cemetery & Finance	R. Date: 4/18/2023	Full Cost: \$ 2,835.26			

(Note: "N/A" here signifies the fee, rate, or charge is not a fee imposed exclusively by local government.)

CITY OF SANTA CLARA MUNICIPAL FEE SCHEDULE

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PARKS & RECREATION / CEMETERY

RESOLUTION NUMBER:

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				ORDINANCE NUMBER & DATE (if applicable)				
<u>Cremation - Two Cremations Below Ground Burial</u>	\$ 5,475.00	No	Charged by: Cemetery Collected By: Cemetery & Finance	Date: 4/18/2023 R. No.: 23-9221 R. Date: 4/18/2023	Objective: Recover Cost Prop 26 Exception: N/A Full Cost: \$ 5,675.71		\$ 5,675.00	3.7%
<u>Cremation - One Cremation Below Ground</u>	\$ 2,738.00	No	Charged by: Cemetery Collected By: Cemetery & Finance	Date: 4/18/2023 R. No.: 23-9221 R. Date: 4/18/2023	Objective: Recover Cost Prop 26 Exception: N/A Full Cost: \$ 2,838.37		\$ 2,838.00	3.7%
<u>Cremation - Two Cremations Above Ground Burial</u>	\$ 5,475.00	No	Charged by: Cemetery Collected By: Cemetery & Finance	Date: 4/18/2023 R. No.: 23-9221 R. Date: 4/18/2023	Objective: Recover Cost Prop 26 Exception: N/A Full Cost: \$ 5,675.71		\$ 5,675.00	3.7%
<u>Casket - One Casket - Babyland, South Babyland, Children's Garden</u>	\$ 345.00	No	Charged by: Cemetery Collected By: Cemetery & Finance	Date: 4/18/2023 R. No.: 23-9221 R. Date: 4/18/2023	Objective: Recover Cost Prop 26 Exception: N/A Full Cost: \$ 5,675.71		\$ 357.00	3.5%

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CITY OF SANTA CLARA MUNICIPAL FEE SCHEDULE

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				ORDINANCE NUMBER & DATE (if applicable)				
<u>Cremation - Two Cremations Above Ground</u> <u>Bank of Memories</u>	\$ 5,475.00	No	Charged by: Cemetery Collected By: Cemetery & Finance	Date: 4/18/2023 R. No.: 23-9221 R. Date: 4/18/2023	Objective: Recover Cost Prop 26 Exception: N/A Full Cost: \$ 5,675.71		\$ 5,675.00	3.7%
<u>Casket - One Casket - Above Ground</u> <u>Indoor Mausoleum</u>	\$ 5,475.00	No	Charged by: Cemetery Collected By: Cemetery & Finance	Date: 4/18/2023 R. No.: 23-9221 R. Date: 4/18/2023	Objective: Recover Cost Prop 26 Exception: N/A Full Cost: \$ 5,675.71		\$ 5,675.00	3.7%
<u>Cremation - Four Cremations Above Ground</u> <u>Indoor Mausoleum</u>	\$ 10,951.00	No	Charged by: Cemetery Collected By: Cemetery & Finance	Date: 4/18/2023 R. No.: 23-9221 R. Date: 4/18/2023	Objective: Recover Cost Prop 26 Exception: N/A Full Cost: \$ 11,352.46		\$ 11,352.00	3.7%
<u>Cremation - One Cremation Above Ground</u> <u>Indoor Community Mausoleum</u>	\$ 2,738.00	No	Charged by: Cemetery Collected By: Cemetery & Finance	Date: 4/18/2023 R. No.: 23-9221 R. Date: 4/18/2023	Objective: Recover Cost Prop 26 Exception: N/A Full Cost: \$ 2,838.37		\$ 2,838.00	3.7%

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CITY OF SANTA CLARA MUNICIPAL FEE SCHEDULE

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				ORDINANCE NUMBER & DATE (if applicable)				
<u>Casket - One Casket Above Ground</u> <u>Garden Mausoleum</u>	\$ 5,475.00	No	Charged by: Cemetery Collected By: Cemetery & Finance	Date: 4/18/2023 R. No.: 23-9221 R. Date: 4/18/2023	Objective: Recover Cost Prop 26 Exception: N/A Full Cost: \$ 5,675.71		\$ 5,675.00	3.7%
<u>Casket - Two Caskets Above Ground</u> <u>Garden Mausoleum</u>	\$ 10,951.00	No	Charged by: Cemetery Collected By: Cemetery & Finance	Date: 4/18/2023 R. No.: 23-9221 R. Date: 4/18/2023	Objective: Recover Cost Prop 26 Exception: N/A Full Cost: \$ 11,352.46		\$ 11,352.00	3.7%
<u>Cremation - Two Cremations Above Ground</u> <u>Garden Mausoleum</u>	\$ 5,475.00	No	Charged by: Cemetery Collected By: Cemetery & Finance	Date: 4/18/2023 R. No.: 23-9221 R. Date: 4/18/2023	Objective: Recover Cost Prop 26 Exception: N/A Full Cost: \$ 5,675.71		\$ 5,675.00	3.7%

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CITY OF SANTA CLARA MUNICIPAL FEE SCHEDULE

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				ORDINANCE NUMBER & DATE (if applicable)				
Cremation - Four Cremations Below Ground Oak Grove	\$ 10,951.00	No	Charged by: Cemetery Collected By: Cemetery & Finance	Date: 4/18/2023 R. No.: 23-9221 R. Date: 4/18/2023	Objective: Recover Cost Prop 26 Exception: N/A Full Cost: \$ 11,352.46		\$ 11,352.00	3.7%
Casket - One Casket - Below Ground Oak Grove Infant	\$ 692.00	No	Charged by: Cemetery Collected By: Cemetery & Finance	Date: 4/18/2023 R. No.: 23-9221 R. Date: 4/18/2023	Objective: Recover Cost Prop 26 Exception: N/A Full Cost: \$ 5,675.71		\$ 717.00	3.6%
BURIAL MATERIALS								
Burial Materials processing Fee All materials are priced at actual cost	\$ 142.00	No	Charged by: Cemetery Collected By: Cemetery & Finance	Date: 4/18/2023 R. No.: 23-9221 R. Date: 4/18/2023	Objective: Recover Cost Prop 26 Exception: N/A Full Cost: \$ 147.21		\$ 147.00	3.5%

(Note: "N/A" here signifies the fee, rate, or charge is not a fee imposed exclusively by local government.)

Mission City Memorial Park Interment Rights and Burial Materials Fee Schedule

Interment Rights			FY 2023/24 Resident Rate	FY 2024/25 Resident Rate	Change %	FY 2023/24 Non-Resident Rate	FY 2024/25 Non-Resident Rate	Change %
Casket	Crypt	Right to inter one decedent, Garden Mausoleum, Tier A	\$27,298	\$28,116	3.00%	\$32,115	\$33,078	3.00%
Casket	Crypt	Right to inter one decedent, Garden Mausoleum, Tier B or C	\$29,657	\$30,546	3.00%	\$34,890	\$35,937	3.00%
Casket	Crypt	Right to inter one decedent, Garden Mausoleum, Tier D	\$25,308	\$26,067	3.00%	\$29,774	\$30,667	3.00%
Casket	Crypt	Right to inter one decedent, Garden Mausoleum, Tier E	\$22,940	\$23,628	3.00%	\$26,989	\$27,798	3.00%
Casket	Crypt	Right to inter one decedent, Indoor Mausoleum, Tier A	\$31,391	\$32,332	3.00%	\$36,930	\$38,038	3.00%
Casket	Crypt	Right to inter one decedent, Indoor Mausoleum, Tier B-C	\$33,816	\$34,831	3.00%	\$39,784	\$40,977	3.00%
Casket	Crypt	Right to inter one decedent, Indoor Mausoleum, Tier D	\$29,103	\$29,977	3.00%	\$34,239	\$35,266	3.00%
Casket	Crypt	Right to inter one decedent, Indoor Mausoleum, Tier E	\$26,380	\$27,171	3.00%	\$31,035	\$31,966	3.00%
Casket	Crypts	Right to inter two decedents, Garden Mausoleum, All tiers	\$44,045	\$45,366	3.00%	\$51,817	\$53,372	3.00%
Casket	Crypts	Right to inter two decedents, Indoor Mausoleum, All tiers	\$60,269	\$62,078	3.00%	\$70,905	\$73,032	3.00%
Casket	Grave	Right to inter one decedent, Oak Grove Infant	\$645	\$664	3.00%	\$758	\$781	3.00%
Casket	Grave	Right to inter one decedent, flat marker section*	\$4,762	\$4,905	3.00%	\$5,603	\$5,771	3.00%
Casket	Grave	Right to inter one decedent, upright monument section**	\$7,380	\$7,602	3.00%	\$8,683	\$8,943	3.00%
Casket	Grave	Right to inter two decedents, flat marker section*	\$6,688	\$6,889	3.00%	\$7,869	\$8,105	3.00%
Casket	Grave	Right to inter two decedents, upright monument section**	\$9,728	\$10,019	3.00%	\$11,444	\$11,788	3.00%
Casket/Cremation	Grave	Right to inter one decedent, Babyland, South Babyland and Children's Garden	\$322	\$332	3.00%	\$379	\$391	3.00%
Cremation	Grave	Right to inter four cremations in a grave, upright monument section**	\$10,266	\$10,574	3.00%	\$12,077	\$12,440	3.00%
Cremation	Grave	Right to inter three cremations in a grave, upright monument section**	\$6,418	\$6,610	3.00%	\$7,550	\$7,777	3.00%
Cremation	Grave	Right to inter two cremations in a grave, upright monument section**	\$5,133	\$5,287	3.00%	\$6,039	\$6,220	3.00%
Cremation	Grave	Right to inter one cremation in a grave with a casket	\$2,138	\$2,202	3.00%	\$2,515	\$2,591	3.00%
Cremation	Grave	Right to inter two cremations in a grave, Willow Bend Way and Sunrise Gardens	\$4,457	\$4,591	3.00%	\$5,244	\$5,401	3.00%
Cremation	Niche	Right to inter two cremations in Bank of Memories, Tiers M-T	\$1,172	\$1,207	3.00%	\$1,379	\$1,420	3.00%
Cremation	Niche	Right to inter two cremations in Bank of Memories, Tiers I-L	\$1,407	\$1,450	3.00%	\$1,656	\$1,705	3.00%
Cremation	Niche	Right to inter two cremations in Bank of Memories, Tiers E-H	\$1,650	\$1,700	3.00%	\$1,941	\$2,000	3.00%
Cremation	Niche	Right to inter two cremations in Bank of Memories, Tiers A-D	\$1,407	\$1,450	3.00%	\$1,656	\$1,705	3.00%
Cremation	Niche	Right to inter four cremations in Indoor Mausoleum, Tier 1-2	\$10,313	\$10,623	3.00%	\$12,133	\$12,497	3.00%
Cremation	Niche	Right to inter four cremations in Indoor Mausoleum, Tier 3-5	\$10,313	\$10,623	3.00%	\$12,133	\$12,497	3.00%
Cremation	Niche	Right to inter four cremations in Indoor Mausoleum, Tier 6-8	\$10,313	\$10,623	3.00%	\$12,133	\$12,497	3.00%
Cremation	Niche	Right to inter four cremations in Indoor Mausoleum, Tier 9-10	\$10,313	\$10,623	3.00%	\$12,133	\$12,497	3.00%
Cremation	Niche	Right to inter one cremation in Indoor Community Mausoleum	\$2,686	\$2,766	3.00%	\$3,160	\$3,254	3.00%
Cremation	Niche	Right to inter two cremations in Garden Court or Sunset Garden Niche Bank, Tiers E-F	\$4,217	\$4,343	3.00%	\$4,961	\$5,109	3.00%
Cremation	Niche	Right to inter two cremations in Garden Court Niche Bank or Sunset Garden Niche Bank, Tier D	\$3,752	\$3,865	3.00%	\$4,415	\$4,547	3.00%
Cremation	Niche	Right to inter two cremations in Garden Court Niche Bank or Sunset Garden Niche Bank, Tier C	\$3,278	\$3,376	3.00%	\$3,856	\$3,972	3.00%
Cremation	Niche	Right to inter two cremations in Garden Court Niche Bank or Sunset Garden Niche Bank, Tiers A-B	\$2,716	\$2,797	3.00%	\$3,195	\$3,291	3.00%
Cremation	Niche	Right to inter two cremations in Garden Mausoleum, Tier A - D	\$4,048	\$4,169	3.00%	\$4,762	\$4,905	3.00%
Cremation	Niche	Right to inter two cremations in Garden Mausoleum, Tier E - H	\$3,601	\$3,709	3.00%	\$4,236	\$4,364	3.00%
Cremation	Niche	Right to inter two cremations in Garden Mausoleum, Tier I - J	\$3,147	\$3,241	3.00%	\$3,702	\$3,813	3.00%

* Acacia Lawn, Hillside Lawn, Palm Lawn, Palm Hill, Redwood Grove, Section L, Section S, Serenity Lawn, Willow Bend Way, Evergreen.

** Azalea Lawn, Begonia Lawn, Camellia Lawn, Greek Annex, Greek Plot, Oak Grove, Valley Oak, Cypress Lawn, Sections D, E, F, EE, G, H, J, K, P, and T, All corridors and family blocks.

Mission City Memorial Park Interment Rights and Burial Materials Fee Schedule

Burial Materials			FY 2023/24 Resident Rate	FY 2024/25 Resident Rate	Change %	FY 2023/24 Non-Resident Rate	FY 2024/25 Non-Resident Rate	Change %
Casket	Crypt	Casket tray and absorbant pad	Market Rate + Tax + Shipping & Handling	Market Rate + Tax + Shipping & Handling		Market Rate + Tax + Shipping & Handling	Market Rate + Tax + Shipping & Handling	
Casket	Crypt	Monbar/unibar	Market Rate + Tax + Shipping & Handling	Market Rate + Tax + Shipping & Handling		Market Rate + Tax + Shipping & Handling	Market Rate + Tax + Shipping & Handling	
Casket	Crypt	Shutter replacement, crypt	Market Rate + Tax + Shipping & Handling	Market Rate + Tax + Shipping & Handling		Market Rate + Tax + Shipping & Handling	Market Rate + Tax + Shipping & Handling	
Casket	Grave	Outer Burial Container, companion casket vault (G3086-5)	Market Rate + Tax + Shipping & Handling	Market Rate + Tax + Shipping & Handling		Market Rate + Tax + Shipping & Handling	Market Rate + Tax + Shipping & Handling	
Casket	Grave	Outer Burial Container, extra long, single casket vault G3690-6)	Market Rate + Tax + Shipping & Handling	Market Rate + Tax + Shipping & Handling		Market Rate + Tax + Shipping & Handling	Market Rate + Tax + Shipping & Handling	
Casket	Grave	Outer Burial Container, extra small casket vault, child (V1637-1)	Market Rate + Tax + Shipping & Handling	Market Rate + Tax + Shipping & Handling		Market Rate + Tax + Shipping & Handling	Market Rate + Tax + Shipping & Handling	
Casket	Grave	Outer Burial Container, extra wide, single casket vault (G4490-6)	Market Rate + Tax + Shipping & Handling	Market Rate + Tax + Shipping & Handling		Market Rate + Tax + Shipping & Handling	Market Rate + Tax + Shipping & Handling	
Casket	Grave	Outer Burial Container, single casket vault (G3086-6)	Market Rate + Tax + Shipping & Handling	Market Rate + Tax + Shipping & Handling		Market Rate + Tax + Shipping & Handling	Market Rate + Tax + Shipping & Handling	
Casket	Grave	Outer Burial Container, small casket vault, infant (U711)	Market Rate + Tax + Shipping & Handling	Market Rate + Tax + Shipping & Handling		Market Rate + Tax + Shipping & Handling	Market Rate + Tax + Shipping & Handling	
Cremation	Grave	Outer Burial Container, double cremation vault (U711)	Market Rate + Tax + Shipping & Handling	Market Rate + Tax + Shipping & Handling		Market Rate + Tax + Shipping & Handling	Market Rate + Tax + Shipping & Handling	
Cremation	Grave	Outer Burial Container, single cremation vault	Market Rate + Tax + Shipping & Handling	Market Rate + Tax + Shipping & Handling		Market Rate + Tax + Shipping & Handling	Market Rate + Tax + Shipping & Handling	
Cremation	Niche	Niche plaque, Bank of Memories (5660 TC and BC)	Market Rate + Tax + Shipping & Handling	Market Rate + Tax + Shipping & Handling		Market Rate + Tax + Shipping & Handling	Market Rate + Tax + Shipping & Handling	
Cremation	Niche	Niche plaque, Bank of Memories (5660 TCB)	Market Rate + Tax + Shipping & Handling	Market Rate + Tax + Shipping & Handling		Market Rate + Tax + Shipping & Handling	Market Rate + Tax + Shipping & Handling	
Cremation	Niche	Niche plaque, Garden mausoleum	Market Rate + Tax + Shipping & Handling	Market Rate + Tax + Shipping & Handling		Market Rate + Tax + Shipping & Handling	Market Rate + Tax + Shipping & Handling	
Cremation	Niche	Shutter replacement, niche	Market Rate + Tax + Shipping & Handling	Market Rate + Tax + Shipping & Handling		Market Rate + Tax + Shipping & Handling	Market Rate + Tax + Shipping & Handling	
Casket/Cremation	Niche/Crypt	Bronze Flower Vase	Market Rate + Tax + Shipping & Handling	Market Rate + Tax + Shipping & Handling		Market Rate + Tax + Shipping & Handling	Market Rate + Tax + Shipping & Handling	
Casket/Cremation	Niche/Crypt	Plastic Flower Vase and Bronze Vase Ring	Market Rate + Tax + Shipping & Handling	Market Rate + Tax + Shipping & Handling		Market Rate + Tax + Shipping & Handling	Market Rate + Tax + Shipping & Handling	
		Emblem (custom under 8")	Market Rate + Tax + Shipping & Handling	Market Rate + Tax + Shipping & Handling		Market Rate + Tax + Shipping & Handling	Market Rate + Tax + Shipping & Handling	
		Emblem (stand alone)	Market Rate + Tax + Shipping & Handling	Market Rate + Tax + Shipping & Handling		Market Rate + Tax + Shipping & Handling	Market Rate + Tax + Shipping & Handling	

CITY OF SANTA CLARA MUNICIPAL FEE SCHEDULE

SUBMITTED BY DEPARTMENT
PARKS & RECREATION / RECREATION

RESOLUTION NUMBER:

APPROVED:

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			COLLECTING DEPT / DIV	ORDINANCE NUMBER & DATE (if applicable)	PROP 26 EXCEPTION (SEE READER'S GUIDE) FULL COST FACTOR			
<u>Community Recreation Center: Auditorium</u> <u>Recreation Center Auditorium / Senior Center</u> (Senior Center available only for Senior-based programs)		No	Charged By: Parks & Rec.	R. No.: 22-9081 & 22-9082 R. Date: 4/19/2022	Objective: Recover Cost Prop 26 Exception: 4 Full Cost: Varies	Full cost includes kitchen. Hourly Staff costs may be charged for bookings, in addition to the room rental fee. Staffing needs determined by Parks & Recreation staff based on hours of use, estimated attendance and scope of event.		
Auditorium w/o Kitchen: Non-Profit Meeting	\$ 20.00 per meeting			1% - 20% Cost Recovery			\$ 20.00 per meeting	
Auditorium w/ Kitchen: Non-Profit Event	\$ 20.00 per hour			1% - 20% Cost Recovery			\$ 20.00 per hour	
Auditorium w/ Kitchen: Resident Event	\$ 200.00 per hour			Market Rate			\$ 200.00 per hour	
Auditorium w/o Kitchen: Commercial/Non-Resident Event	\$ 300.00 per hour		Collected By: Parks & Rec.	100% Cost Recovery			\$ 300.00 per hour	
<u>Community Recreation Center: Meeting Rooms</u>		No	Charged By: Parks & Rec.	R. No.: 22-9081 & 22-9082 R. Date: 4/19/2022	Objective: Recover Cost Prop 26 Exception: 4 Full Cost: Varies	Hourly Staff costs may be charged to in addition to the room(s) fee. Staffing needs determined by Parks & Recreation staff based on hours of use, estimated attendance and scope of event.		
Non-profit meeting	\$ 20.00 per meeting		Collected By: Parks & Rec.	1% - 20% Cost Recovery			\$ 20.00 per meeting	
<u>Park Building Room Rentals (60 ppl or less)</u> Lick Mill, Machado, Maywood, Westwood Oaks, Lawrence Station Community Rooms B,C		No	Charged By: Parks & Rec.	R. No.: 22-9081 & 22-9082 R. Date: 4/19/2022	Objective: Recover Cost Prop 26 Exception: 4 Full Cost: Varies	Hourly Staff costs may be charged to in addition to the room(s) fee. Staffing needs determined by Parks & Recreation staff based on hours of use, estimated attendance and scope of event.		
Non-profit meeting	\$ 20.00 per meeting		Collected By: Parks & Rec.	1% - 20% Cost Recovery			\$ 20.00 per meeting	
Non-profit event	\$ 20.00 per hour			1% - 20% Cost Recovery			\$ 20.00 per hour	
Resident Event	\$ 60.00 per hour			Market Rate			\$ 60.00 per hour	
Commercial/Non-resident Event	\$ 90.00 per hour			Market Rate			\$ 90.00 per hour	

CITY OF SANTA CLARA MUNICIPAL FEE SCHEDULE

**SUBMITTED BY DEPARTMENT
PARKS & RECREATION / RECREATION**

RESOLUTION NUMBER:

APPROVED:

DESCRIPTION OF FEE, RATE OR CHARGE	CURRENT FEE and PERIOD	TECHNOLOGY FEE (3.37%) APPLIES (Yes or No)	CHARGING DEPT / DIV ----- COLLECTING DEPT / DIV	DATE FEE LAST CHANGED	FEE DETAIL OBJECTIVE PROP 26 EXCEPTION (SEE READER'S GUIDE) FULL COST FACTOR	COMMENTS	PROPOSED NEW OR REVISED FEE 2024-25	Percent Change
				ORDINANCE NUMBER & DATE (if applicable)				
<u>Park Building Room Rentals (60 - 120 ppl)</u> Montague, Lawrence Station Community Room A (Large Room w/ Kitchen, WIFI)		No	Charged By: Parks & Rec. Collected By: Parks & Rec.	R. No.: 22-9081 & 22-9082 R. Date: 4/19/2022	Objective: Recover Cost Prop 26 Exception: 4 Full Cost: Varies	Hourly Staff costs may be charged to in addition to the room(s) fee. Staffing needs determined by Parks & Recreation staff based on hours of use, estimated attendance and scope of event.		
Non-profit Meeting	\$ 20.00 per meeting			1% - 20% Cost Recovery			\$ 20.00 per meeting	new structure for events
Non-Profit Event	\$ 20.00 per hour			1% - 20% Cost Recovery			\$ 20.00 per hour	greater than 60
Resident Event	\$ 60.00 per hour			Market Rate			\$ 200.00 per hour	people
Commercial/Non-Resident Event	\$ 90.00 per hour			Market Rate			\$ 300.00 per hour	
<u>Central Park Picnic Areas</u>	Flat rate per section, per day	No	Charged By: Parks & Rec. Collected By: Parks & Rec.	R. No.: 22-9081 & 22-9082 R. Date: 4/19/2022	Objective: Recover Cost Prop 26 Exception: 4 Full Cost: Varies	Hourly Staff costs may be charged to in addition to the facility(s) fee. Staffing needs determined by Parks & Recreation staff based on hours of use, estimated attendance and scope of event.		
Non-profit event	\$ 40.00 per day			1% - 20% Cost Recovery			\$ 40.00 per day	
Resident event	\$ 200.00 per day			Market Rate			\$ 200.00 per day	
Commercial/Non Resident event	\$ 600.00 per day			Market Rate			\$ 600.00 per day	
Electricity Activation and Use Fee (per hour) (per permit)	\$ 20.00 per hour						\$ 20.00 per permit	
<u>City Plaza Park Gazebo</u>	Cost per day	No	Charged By: Parks & Rec. Collected By: Parks & Rec.	R. No.: 22-9081 & 22-9082 R. Date: 4/19/2022	Objective: Recover Cost Prop 26 Exception: 4 Full Cost: Varies	Hourly Staff costs may be charged to in addition to the facility(s) fee. Staffing needs determined by Parks & Recreation staff based on hours of use, estimated attendance and scope of event.		
Non-profit event, open to the public	\$ 40.00 per day			1% - 20% Cost Recovery			\$ 40.00 per day	
Resident Event	\$ 200.00 per day			Market Rate			\$ 200.00 per day	
Commercial/Non-Resident event	\$ 600.00 per day			Market Rate			\$ 600.00 per day	

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			----- COLLECTING DEPT / DIV	ORDINANCE NUMBER & DATE (if applicable)	PROP 26 EXCEPTION (SEE READER'S GUIDE) FULL COST FACTOR			
Hourly Staff (as-needed) assigned to facility	\$ 36.00 Per person, per hour	No	Charged By: Parks & Rec. Collected By: Parks & Rec.	R. No.: 23-9221 R. Date: 4/18/2023	Objective: Recover Cost Prop 26 Exception: 4 Full Cost: \$ rate x hrs.	Staffing needs determined by Parks & Recreation staff based on hours of use, estimated attendance and scope of event.	\$ 37.00 Per person per hour	2.78%
Equipment Rentals (as-needed)								
Tables (each)	\$ 11.00 each						\$ 11.00 each	
Chairs (each)	\$ 2.00 each						\$ 2.00 each	
EZ-Up Canopy (each)	\$ 50.00 each						\$ 50.00 each	
Podium	\$ 50.00 each						\$ 50.00 each	
Portable Sound System	\$ 100.00 each						\$ 100.00 each	
Senior Citizens Center- Auditorium & Kitchen		No	Charged By: Parks & Rec. Collected By: Parks & Rec.	R. No.: 22-9081 & 22-9082 R. Date: 4/19/2022	Objective: Recover Cost Prop 26 Exception: 4 Full Cost: Varies	Hourly Staff costs may be charged in addition to the room rental fee. Staffing needs determined by Parks & Recreation staff based on hours of use, estimated attendance and scope of event.		
Non-profit meeting (no kitchen)	\$ 20.00 per meeting			1% - 20% Cost Recovery			\$ 20.00 per meeting	
Non-profit event	\$ 20.00 per hour			1% - 20% Cost Recovery			\$ 20.00 per hour	
Resident event	\$ 200.00 per hour			Market Rate			\$ 200.00 per hour	
Commercial/non-resident event	\$ 300.00 per hour			100% Cost Recovery			\$ 300.00 per hour	

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				ORDINANCE NUMBER & DATE (if applicable)				
<u>Senior Citizens Center:</u> <u>Rooms</u> Non-profit meeting Non-profit event Resident event CommercialNon-Resident event	 \$ 20.00 Per meeting 20.00 per hour \$ 60.00 per hour 90.00 per hour	No	Charged By: Parks & Rec. Collected By: Parks & Rec.	R. No.: 22-9081 & 22-9082 R. Date: 4/19/2022 1% - 20% Cost Recovery 1% - 20% Cost Recovery Market Rate Market Rate	Objective: Recover Cost Prop 26 Exception: 4 Full Cost: Varies	Hourly Staff costs may be charged in addition to the room rental fee. Staffing needs determined by Parks & Recreation staff based on hours of use, estimated attendance and scope of event.	 \$ 20.00 Per meeting \$ 20.00 per hour \$ 60.00 per hour \$ 90.00 per hour	
<u>Youth Activity Center:</u> <u>Gymnasium</u> Non-Profit event Rental/Court Resident event Rental/Court Commercial/Non-resident event Rental/Court	 Cost per hour \$ 20.00 \$ 200.00 \$ 300.00	No	Charged By: Parks & Rec. Collected By: Parks & Rec.	R. No.: 22-9081 & 22-9082 R. Date: 4/19/2022 1% - 20% Cost Recovery Market Rate Market Rate	Objective: Recover Cost Prop 26 Exception: 4 Full Cost: Varies	In addition to City Facility rental fees, Santa Clara Unified School District Use of Facilities Fees (Custodial Fee) may be applicable. City hourly staff costs may be charged to in addition to the facility fee. Staffing needs determined by Parks & Recreation staff based on hours of use, estimated attendance and scope of event. All fees will be collected by City.	 Cost per hour \$ 20.00 \$ 200.00 \$ 300.00	
<u>Youth Activity Center:</u> <u>Activity Rooms</u> Non-profit meeting Non-profit event Resident event Commercial/non-resident event	 Cost per hour \$ 20.00 per meeting \$ 20.00 per hour \$ 60.00 Per hour 90.00 per hour	No	Charged By: Parks & Rec. Collected By: Parks & Rec.	R. No.: 22-9081 & 22-9082 R. Date: 4/19/2022 1% - 20% Cost Recovery 1% - 20% Cost Recovery Market Rate Market Rate	Objective: Recover Cost Prop 26 Exception: 4 Full Cost: Varies	In addition to City Facility rental fees, Santa Clara Unified School District Use of Facilities Fees (Custodial Fee) may be applicable. City hourly staff costs may be charged to in addition to the facility fee. Staffing needs determined by Parks & Recreation staff based on hours of use, estimated attendance and scope of event. All fees will be collected by City.	 \$ 20.00 per meeting \$ 20.00 per hour \$ 60.00 per hour \$ 90.00 per hour	

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			COLLECTING DEPT / DIV	ORDINANCE NUMBER & DATE (if applicable)	PROP 26 EXCEPTION (SEE READER'S GUIDE) FULL COST FACTOR			
<u>Fields and turf areas</u> <u>reservations: Practice & Games</u> Non-Profit Resident Commercial/Non-Resident	Cost per hour \$ 14.00 \$ 100.00 \$ 280.00	No	Charged By: Parks & Rec. Collected By: Parks & Rec.	R. No.: 22-9081 & 22-9082 R. Date: 4/19/2022 1% - 20% Cost Recovery Market rate Market rate	Objective: Recover Cost 4 Prop 26 Exception: Full Cost: Varies	Hourly city staff costs may be charged in addition to the field rental fee. Staffing needs determined by Parks & Recreation staff based on hours of use, estimated attendance and scope of event.	Cost per hour \$ 14.00 \$ 100.00 \$ 280.00	
<u>Tennis Reservations</u> <u>Racquet Court Reservations</u> Tennis Racquet court reservations are by agreement with vendor	\$ 12.00 per hour (resident) \$ 14.00 per hour (non-resident) \$ 7.00 (resident) \$ 10.00 per hour (non-resident)	No	Charged By: Parks & Rec. Collected By: Parks & Rec.	R. No.: 23-9221 R. Date: 4/18/2023	Objective: Recover Cost 4 Prop 26 Exception: Full Cost: Varies	Vendor requested adjustments Per hour rate/resident; prime time reserved. Per hour rate/non-resident; prime time reserved. Per hour rate/resident; non-prime time. Per hour rate/non-resident; non-prime time. Fees are based on market rate. <i>Detailed in quarterly Activity Guide.</i>	\$ 12.00 per hour (resident) \$ 14.00 per hour (non-resident) \$ 7.00 (resident) \$ 10.00 per hour (non-resident)	
<u>Recreation Cancellation Fee</u> Rental athletic facility cancelation fee	Flat fee \$ 54.00	No	Charged By: Parks & Rec. Collected By: Parks & Rec.	R. No.: 23-9221 R. Date: 4/18/2023	Objective: Recover Cost 4 Prop 26 Exception: Full Cost: \$ 55.98	Cancellation must be requested 14 days or more in advance. Applies to athletic facilities.	Flat fee \$ 55.00	1.85%
<u>Field Preparation</u> Non-Profit Resident Commercial/Non-Resident	Cost per day \$ 30.00 \$ 150.00 \$ 300.00	No	Charged By: Parks & Rec. Collected By: Parks & Rec.	R. No.: 22-9081 & 22-9082 R. Date: 4/19/2022 1% - 20% Cost Recovery Market Rate Market Rate	Objective: Recover Cost 4 Prop 26 Exception: Full Cost: Varies		Cost per day \$ 30.00 \$ 150.00 \$ 300.00	

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			----- COLLECTING DEPT / DIV	ORDINANCE NUMBER & DATE (if applicable)	PROP 26 EXCEPTION (SEE READER'S GUIDE) FULL COST FACTOR			
Amplified Music Permit	\$ 75.00 Per event per day	No	Charged By: Parks & Rec. Collected By: Parks & Rec.	R. No.: 23-9221 R. Date: 4/18/2023	Objective: Recover Cost Prop 26 Exception: 4 Full Cost: \$ 77.75		\$ 77.00 Per event per day	2.67%
<u>Teen Center:</u> <u>Multi-Purpose Room</u> Non-profit meeting Non-profit event Resident event Commercial/Non-Resident event	 \$ 20.00 per meeting \$ 20.00 per hour \$ 100.00 per hour \$ 150.00 per hour	No	Charged By: Parks & Rec. Collected By: Parks & Rec.	R. No.: 22-9081 & 22-9082 R. Date: 4/19/2022 1% - 20% Cost Recovery 1% - 20% Cost Recovery Market Rate Market Rate	Objective: Recover Cost Prop 26 Exception: 4 Full Cost: varies	Hourly city staff costs may be charged in addition to the room rental fee. Staffing needs determined by Parks & Recreation staff based on hours of use, estimated attendance and scope of event.	 \$ 20.00 per meeting \$ 20.00 per hour \$ 60.00 per hour \$ 90.00 per hour	 -40.00% -40.00%
<u>Teen Center:</u> <u>Classrooms</u> <u>Non-profit meeting</u>	 Cost range depending on \$ 20.00 per meeting	No	Charged By: Parks & Rec. Collected By: Parks & Rec.	R. No.: 22-9081 & 22-9082 R. Date: 4/19/2022	Objective: Recover Cost Prop 26 Exception: 4 Full Cost: varies	Hourly city staff costs may be charged in addition to the room rental fee. Staffing needs determined by Parks & Recreation staff based on hours of use, estimated attendance and scope of event.	 Cost range depending on \$ 20.00 per meeting	
<u>Special Event Application Fee</u> Resident Special Event Resident, non-profit City Sponsored Event Non-resident	 Cost range depending on priority (per hour) \$ 334.00 \$ 27.00 \$ No Fee \$ 519.00	No No No No	Charged By: Parks & Rec. Collected By: Parks & Rec.	Date: 4/18/2023 R. No.: 23-9221 R. Date: 4/18/2023	Objective: Recover Cost Prop 26 Exception: 4 Full Cost: \$ 538.03	One time application processing fee per request; non-exclusive use of public property based on Department Head approval. City Code 9.35060	 Cost range depending on priority (per hour) \$ 345.00 \$ 28.00 \$ No Fee \$ 540.00	 3.29% 3.70% 4.05%

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			COLLECTING DEPT / DIV	ORDINANCE NUMBER & DATE (if applicable)	PROP 26 EXCEPTION (SEE READER'S GUIDE) FULL COST FACTOR			
<u>Neighborhood Parks</u> Non-Profit Event Resident Event	Flat rate per table per day \$ 20.00 \$ 60.00	No	Charged By: Parks & Rec. Collected By: Parks & Rec.	R. No.: 22-9081 & 22-9082 R. Date: 4/19/2022 1% - 20% Cost Recovery Market Rate	Objective: Recover Cost 4 Prop 26 Exception: Varies Full Cost:	Hourly city staff costs may be charged in addition to the room rental fee. Staffing needs determined by Parks & Recreation staff based on hours of use, estimated attendance and scope of event.	Flat rate per table per day \$ 20.00 \$ 60.00	
<u>Jump House Permit</u> Resident- Jump House Permit	\$ 25.00 flat rate per jump house per day	No	Charged By: Parks & Rec. Collected By: Parks & Rec.	R. No.: 22-9081 & 22-9082 R. Date: 4/19/2022	Objective: Recover Cost 4 Prop 26 Exception: Full Cost: \$ 88.60	Hourly city staff costs may be charged in addition to the room rental fee. Staffing needs determined by Parks & Recreation staff based on hours of use, estimated attendance and scope of event.	\$ 25.00 flat rate per jump house per day	
<u>Pool Rentals</u> Shared Facility Exclusive Use	Cost per hour \$ 80.00 \$ 280.00	No	Charged By: Parks & Rec. Collected By: Parks & Rec.	Date: 4/19/2022 R. No.: 22-9081 & 22-9082 R. Date: 4/19/2022	Objective: Recover Cost 4 Prop 26 Exception: Varies Full Cost:	Hourly city staff costs may be charged in addition to the room rental fee. Staffing needs determined by Parks & Recreation staff based on hours of use, estimated attendance and scope of event.	Cost per hour \$ 80.00 \$ 280.00	
<u>Tournament Fee:</u> <u>Competition, Meets, and Tournaments that include competitors from other cities.</u> Non-Profit Resident Commercial/Non-Resident	\$ 110.00 per day \$ 110.00 per day \$ 280.00 per day	No	Charged By: Parks & Rec. Collected By: Parks & Rec.	R. No.: 22-9081 & 22-9082; 23-9221 4/19/2022; 4/18/2023 40% Cost Recovery 40% Cost Recovery 100% Cost Recovery	Objective: Recover Cost 4 Prop 26 Exception: Full Cost: Varies	Fee is exclusive of applicable fee charged by custodial vendor, collected by the City. Hourly city staff costs may be charged in addition to the base rental rates and field prep fees. Staffing needs determined by Parks & Recreation staff based on hours of use, estimated attendance and scope of event.	\$ 110.00 per day \$ 110.00 per day \$ 280.00 per day	

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			COLLECTING DEPT / DIV	ORDINANCE NUMBER & DATE (if applicable)		PROP 26 EXCEPTION (SEE READER'S GUIDE) FULL COST FACTOR			
<u>Special Event Parking at Parks and Recreation Facilities</u> Youth Soccer Park: 152 spaces Reed & Grant: 202 spaces General Parking Premium Parking	Per event \$ 5-500	No	Charged By: Parks & Rec. Collected By: Parks & Rec.	R. No.: 22-9081 & 22-9082 R. Date: 4/19/2022		Objective: Recover Cost 4 Prop 26 Exception: Varies Full Cost:		Per Space \$ 10.00 \$ 100.00	
<u>Special Event Sponsorship/ Food or Merchandise Vendor</u>	Per event \$ 0-50,000	No	Charged By: Parks & Rec. Collected By: Parks & Rec.	R. No.: 22-9081 & 22-9082 R. Date: 4/19/2022		Objective: Recover Cost 4 Prop 26 Exception: Varies Full Cost:		Per Space \$ 350.00	
<u>Special Event Concessions</u>	Per event \$ 0-100	No	Charged By: Parks & Rec. Collected By: Parks & Rec.	R. No.: 22-9081 & 22-9082 R. Date: 4/19/2022		Objective: Recover Cost 4 Prop 26 Exception: Varies Full Cost:		Per event \$ 0-100	
<u>Recreation Classes</u>	Per activity \$ 0-5,000	No	Charged By: Parks & Rec. Collected By: Parks & Rec.	R. No.: 22-9081 & 22-9082 R. Date: 4/19/2022		Objective: Recover Cost 4 Prop 26 Exception: Varies Full Cost:	Detailed in Activity Guide	Per activity \$ 0-5,000	
<u>Community Garden Space Membership</u> ADA/Senior Bed Shared/Group Bed Individual Bed Half Shared/Group Bed	\$ \$ \$ \$	No	Charged By: Parks & Rec. Collected By: Parks & Rec.				Not a new fee. Separating from Recreation Classes line item above for clarity.	Per Year \$ 55.00 \$ 175.00 \$ 80.00 \$ 88.00	
<u>Recreation Course/Class Cancellation Withdrawal Administration Fee</u>	\$ 15.00	No	Charged By: Parks & Rec. Collected By: Parks & Rec.				Not a new fee. Adding to fee schedule for clarity. Detailed in Activity Guide.	Per Transaction \$ 15.00	

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Residential Development Park Dedication In-Lieu Fees ZIP Code 95050 Quimby Act (Single Fam)	\$ 61,759.00	No	Charged By: Parks & Rec. Collected By: Engineering	Res. No.: 23-9221 Date: 4/18/2023 O. Nos.: 1928; 1937 O. Dates: 6/24/2014 2/24/2015	Objective: Impact Dev. Fee Prop 26 Exception: 6 Full Cost:	Per Muni Code 17.35.040 (b) & (c), See Resolution 19-8769 and 23-9220 for fee calculation through policy FY 2023/24 To be updated based on latest appraisal	\$ 61,759.00	
Residential Development Park Dedication In-Lieu Fees ZIP Code 95050 Quimby Act (Multi Fam)	\$ 49,738.00	No	Charged By: Parks & Rec. Collected By: Engineering	Res. No.: 23-9221 Date: 4/18/2023 O. No.: 1928; 1937 O. Date: 6/24/2014 2/24/2015	Objective: Impact Dev. Fee Prop 26 Exception: 6 Full Cost:	Per Muni Code 17.35.040 (b) & (c), See Resolution 19-8769 and 23-9220 for fee calculation through policy FY 2023/24 To be updated based on latest appraisal	\$ 49,738.00	
Residential Development Park Dedication In-Lieu Fees ZIP Code 95050 Mitigation Fee Act (Single Fam)	\$ 55,072.00	No	Charged By: Parks & Rec. Collected By: Engineering	Res. No.: 23-9221 Date: 4/18/2023 O. No.: 1928; 1937 O. Date: 6/24/2014 2/24/2015	Objective: Impact Dev. Fee Prop 26 Exception: 6 Full Cost:	Per Muni Code 17.35.040 (b) & (c), See Resolution 19-8769 and 23-9220 for fee calculation through policy FY 2023/24 To be updated based on latest appraisal	\$ 55,072.00	
Residential Development Park Dedication In-Lieu Fees ZIP Code 95050 Mitigation Fee (Multi Fam)	\$ 44,353.00	No	Charged By: Parks & Rec. Collected By: Engineering	Res. No.: 23-9221 Date: 4/18/2023 O. No.: 1928; 1937 O. Date: 6/24/2014 2/24/2015	Objective: Impact Dev. Fee Prop 26 Exception: 6 Full Cost:	Per Muni Code 17.35.040 (b) & (c), See Resolution 19-8769 and 23-9220 for fee calculation through policy FY 2023/24 To be updated based on latest appraisal	\$ 44,353.00	
Residential Development Park Dedication In-Lieu Fees ZIP Code 95051 Quimby Act (Single Fam)	\$ 64,859.00	No	Charged By: Parks & Rec. Collected By: Engineering	Res. No.: 23-9221 Date: 4/18/2023 O. No.: 1928; 1937 O. Date: 6/24/2014 2/24/2015	Objective: Impact Dev. Fee Prop 26 Exception: 6 Full Cost:	Per Muni Code 17.35.040 (b) & (c), See Resolution 19-8769 and 23-9220 for fee calculation through policy FY 2023/24 To be updated based on latest appraisal	\$ 64,859.00	

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			----- COLLECTING DEPT / DIV	ORDINANCE NUMBER & DATE (if applicable)				
Residential Development Park Dedication In-Lieu Fees ZIP Code 95051 Quimby Act (Multi Fam)	\$ 52,235.00	No	Charged By: Parks & Rec. Collected By: Engineering	Res. No.: 23-9221 Date: 4/18/2023 O. No.: 1928; 1937 O. Date: 6/24/2014 2/24/2015	Objective: Impact Dev. Fee Prop 26 Exception: 6 Full Cost:	Per Muni Code 17.35.040 (b) & (c), See Resolution 19-8769 and 23-9220 for fee calculation through policy FY 2023/24 To be updated based on latest appraisal	\$ 52,235.00	
Residential Development Park Dedication In-Lieu Fees ZIP Code 95051 Mitigation Fee (Single Fam)	\$ 57,758.00	No	Charged By: Parks & Rec. Collected By: Engineering	Res. No.: 23-9221 Date: 4/18/2023 O. No.: 1928; 1937 O. Date: 6/24/2014 2/24/2015	Objective: Impact Dev. Fee Prop 26 Exception: 6 Full Cost:	Per Muni Code 17.35.040 (b) & (c), See Resolution 19-8769 and 23-9220 for fee calculation through policy FY 2023/24 To be updated based on latest appraisal	\$ 57,758.00	
Residential Development Park Dedication In-Lieu Fees ZIP Code 95051 Mitigation Fee (Multi Fam)	\$ 46,517.00	No	Charged By: Parks & Rec. Collected By: Engineering	Res. No.: 23-9221 Date: 4/18/2023 O. No.: 1928; 1937 O. Date: 6/24/2014 2/24/2015	Objective: Impact Dev. Fee Prop 26 Exception: 6 Full Cost:	Per Muni Code 17.35.040 (b) & (c), See Resolution 19-8769 and 23-9220 for fee calculation through policy FY 2023/24 To be updated based on latest appraisal	\$ 46,517.00	
Residential Development Park Dedication In-Lieu Fees ZIP Code 95054 Quimby Act (Single Fam)	\$ 59,388.00	No	Charged By: Parks & Rec. Collected By: Engineering	Res. No.: 23-9221 Date: 4/18/2023 O. No.: 1928; 1937 O. Date: 6/24/2014 2/24/2015	Objective: Impact Dev. Fee Prop 26 Exception: 6 Full Cost:	Per Muni Code 17.35.040 (b) & (c), See Resolution 19-8769 and 23-9220 for fee calculation through policy FY 2023/24 To be updated based on latest appraisal	\$ 59,388.00	

CITY OF SANTA CLARA MUNICIPAL FEE SCHEDULE

SUBMITTED BY DEPARTMENT / DIVISION:
PARKS & RECREATION / RECREATION

RESOLUTION NUMBER:

APPROVED:

DESCRIPTION OF FEE , RATE OR CHARGE	CURRENT FEE and PERIOD	TECHNOLOGY FEE (3.37%) APPLIES (Yes or No)	CHARGING DEPT / DIV	DATE FEE LAST CHANGED	FEE DETAIL OBJECTIVE PROP 26 EXCEPTION (SEE READER'S GUIDE) FULL COST FACTOR	COMMENTS	PROPOSED NEW OR REVISED FEE 2024-25	Percent Change
			----- COLLECTING DEPT / DIV	ORDINANCE NUMBER & DATE (if applicable)				
Residential Development Park Dedication In-Lieu Fees ZIP Code 95054 Quimby Act (Multi Fam)	\$ 47,829.00	No	Charged By: Parks & Rec. Collected By: Engineering	Res. No.: 23-9221 Date: 4/18/2023 O. No.: 1928; 1937 O. Date: 6/24/2014 2/24/2015	Objective: Impact Dev. Fee Prop 26 Exception: 6 Full Cost:	Per Muni Code 17.35.040 (b) & (c), See Resolution 19-8769 and 23-9220 for fee calculation through policy FY 2023/24 To be updated based on latest appraisal	\$ 47,829.00	
Residential Development Park Dedication In-Lieu Fees ZIP Code 95054 Mitigation Fee (Single Fam)	\$ 53,017.00	No	Charged By: Parks & Rec. Collected By: Engineering	Res. No.: 23-9221 Date: 4/18/2023 O. No.: 1928; 1937 O. Date: 6/24/2014 2/24/2015	Objective: Impact Dev. Fee Prop 26 Exception: 6 Full Cost:	Per Muni Code 17.35.040 (b) & (c), See Resolution 19-8769 and 23-9220 for fee calculation through policy FY 2023/24 To be updated based on latest appraisal	\$ 53,017.00	
Residential Development Park Dedication In-Lieu Fees ZIP Code 95054 Mitigation Fee (Multi Fam)	\$ 42,698.00	No	Charged By: Parks & Rec. Collected By: Engineering	Res. No.: 23-9221 Date: 4/18/2023 O. No.: 1928; 1937 O. Date: 6/24/2014 2/24/2015	Objective: Impact Dev. Fee Prop 26 Exception: 6 Full Cost:	Per Muni Code 17.35.040 (b) & (c), See Resolution 19-8769 and 23-9220 for fee calculation through policy FY 2023/24 To be updated based on latest appraisal	\$ 42,698.00	

Municipal Fee Schedule



Police

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CITY OF SANTA CLARA MUNICIPAL FEE SCHEDULE

SUBMITTED BY DEPARTMENT / DIVISION:
POLICE

RESOLUTION NUMBER:

APPROVED:

DESCRIPTION OF FEE, RATE OR CHARGE	CURRENT FEE and PERIOD	TECHNOLOGY FEE (3.37%) APPLIES (Yes or No)	CHARGING DEPT / DIV ----- COLLECTING DEPT / DIV	DATE FEE LAST CHANGED	FEE DETAIL OBJECTIVE PROP 26 EXCEPTION (SEE READER'S GUIDE) FULL COST FACTOR	COMMENTS	PROPOSED NEW OR REVISED FEE 2024-25	Percent Change
				ORDINANCE NUMBER & DATE (if applicable)				
Alarm Permit	\$ 37.00	No	Charged By: Police Collected By: Police	Date: 5/8/2018 O. No.: 1748 O. Date: 2/15/2000	Objective: Penalty Prop 26 Exception: 3 Full Cost: \$ 104.50	(Regulatory Fee)	\$ 37.00	
Non-registration	\$ 50.00	No		Date: 1/28/2020			\$ 50.00	
Annual Renewal	\$ 15.00	No					\$ 15.00	
Late	\$ 25.00	No		O. No.: 2012			\$ 25.00	
Reinstatement	\$ 15.00	No		O. Date: 1/14/2020			\$ 15.00	
Bingo Organization	\$ 1,365.00	No	Charged By: Police Collected By: Police	Date: 4/18/2023 R. No.: 23-9221 R. Date: 4/18/2023	Objective: Recover Cost Prop 26 Exception: 3 Full Cost: \$ 1,428.17	Does not include mandated DOJ/FBI Live Scan fees. (Regulatory Fee)	\$ 1,428.00	4.6%
CAD report for legal purposes Per page	\$ 0.20 per page	No	Charged By: Police Collected By: Finance	Date: 6/10/2008 Res. No.: 08-7525	Objective: Recover Cost Prop 26 Exception: 1,2 Full Cost: \$ 0.20	Per Public Records Act	\$ 0.20 per page	
CD for legal purposes	\$ 3.00 per CD	No	Charged By: Police Collected By: Police	Date: 6/10/2008 Res. No.: 08-7525	Objective: Recover Cost Prop 26 Exception: 1,2 Full Cost: \$ 3.00		\$ 3.00 per CD	

CITY OF SANTA CLARA MUNICIPAL FEE SCHEDULE

SUBMITTED BY DEPARTMENT / DIVISION:
POLICE

RESOLUTION NUMBER:

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DESCRIPTION OF FEE , RATE OR CHARGE	CURRENT FEE and PERIOD	TECHNOLOGY FEE (3.37%) APPLIES (Yes or No)	CHARGING DEPT / DIV ----- COLLECTING DEPT / DIV	DATE FEE LAST CHANGED	FEE DETAIL OBJECTIVE PROP 26 EXCEPTION (SEE READER'S GUIDE) FULL COST FACTOR	COMMENTS	PROPOSED NEW OR REVISED FEE 2024-25	Percent Change
				ORDINANCE NUMBER & DATE (if applicable)				
<u>Citation Sign Off</u> Non-Santa Clara Citations Only	\$ 33.00	No	Charged By: Police Collected By: Police	Date: 4/18/2023 R. No.: 23-9221 R. Date: 4/18/2023	Objective: Recover Cost Prop 26 Exception: 1,2 Full Cost: \$ 34.83		\$ 34.00	3.0%
<u>Clearance Letter</u>	\$ 50.00	No	Charged By: Police Collected By: Police	Date: 4/18/2023 R. No.: 23-9221 R. Date: 4/18/2023	Objective: Recover Cost Prop 26 Exception: 1,2 Full Cost: \$ 49.25		\$ 49.00	-2.0%
<u>Closing Out Sale</u>	\$ 218.00	No	Charged By: Police Collected By: Police	Date: 4/18/2023 R. No.: 23-9221 R. Date: 4/18/2023	Objective: Recover Cost Prop 26 Exception: 3 Full Cost: \$ 229.00	(Regulatory Fee)	\$ 229.00	5.0%
<u>Color Photographs</u> 4" x 6" Per copy	\$ Actual Cost	No	Charged By: Police Collected By: Police	Date: 6/10/2008 Res. No.: 08-7525	Objective: Recover Cost Prop 26 Exception: 1,2 Full Cost: Actual Cost	Actual cost of duplication.	\$ Actual Cost	

CITY OF SANTA CLARA MUNICIPAL FEE SCHEDULE

SUBMITTED BY DEPARTMENT / DIVISION:
POLICE

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DESCRIPTION OF FEE, RATE OR CHARGE	CURRENT FEE and PERIOD	TECHNOLOGY FEE (3.37%) APPLIES (Yes or No)	CHARGING DEPT / DIV ----- COLLECTING DEPT / DIV	DATE FEE LAST CHANGED	FEE DETAIL OBJECTIVE PROP 26 EXCEPTION (SEE READER'S GUIDE) FULL COST FACTOR	COMMENTS	PROPOSED NEW OR REVISED FEE 2024-25	Percent Change
				ORDINANCE NUMBER & DATE (if applicable)				
<u>Color Photographs</u> 5" x 7" Per copy	\$ Actual Cost	No	Charged By: Police Collected By: Police	Date: 6/10/2008 Res. No.: 08-7525	Objective: Recover Cost Prop 26 Exception: 1,2 Full Cost: Actual Cost	Actual cost of duplication.	\$ Actual Cost	
<u>Color Photographs</u> 8" x 10" Per copy	\$ Actual Cost	No	Charged By: Police Collected By: Police	Date: 6/10/2008 Res. No.: 08-7525	Objective: Recover Cost Prop 26 Exception: 1,2 Full Cost: Actual Cost	Actual cost of duplication.	\$ Actual Cost	
<u>Color Photographs</u> 11" x 14" Per copy	\$ Actual Cost	No	Charged By: Police Collected By: Police	Date: 6/10/2008 Res. No.: 08-7525	Objective: Recover Cost Prop 26 Exception: 1,2 Full Cost: Actual Cost	Actual cost of duplication.	\$ Actual Cost	
<u>Color Photographs</u> 16" x 20" Per copy	\$ Actual Cost	No	Charged By: Police Collected By: Police	Date: 6/10/2008 Res. No.: 08-7525	Objective: Recover Cost Prop 26 Exception: 1,2 Full Cost: Actual Cost	Actual cost of duplication.	\$ Actual Cost	

CITY OF SANTA CLARA MUNICIPAL FEE SCHEDULE

SUBMITTED BY DEPARTMENT / DIVISION:
POLICE

RESOLUTION NUMBER:

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DESCRIPTION OF FEE , RATE OR CHARGE	CURRENT FEE and PERIOD	TECHNOLOGY FEE (3.37%) APPLIES (Yes or No)	CHARGING DEPT / DIV ----- COLLECTING DEPT / DIV	DATE FEE LAST CHANGED	FEE DETAIL OBJECTIVE PROP 26 EXCEPTION (SEE READER'S GUIDE) FULL COST FACTOR	COMMENTS	PROPOSED NEW OR REVISED FEE 2024-25	Percent Change
				ORDINANCE NUMBER & DATE (if applicable)				
Color Photographs 20" x 30" Per copy	\$ Actual Cost	No	Charged By: Police Collected By: Police	Date: 6/10/2008 Res. No.: 08-7525	Objective: Recover Cost Prop 26 Exception: 1,2 Full Cost: Actual Cost	Actual cost of duplication.	\$ Actual Cost	
Crime Analysis Reports	\$ 0.20 per page	No	Charged By: Police Collected By: Police	Date: 6/10/2008 Res. No.: 08-7525	Objective: Recover Cost User Fee Prop 26 Exception: 1,2 Full Cost: \$ 0.20	Per Public Records Act	\$ 0.20 per page	
Dispatch service required for special events	\$ 236.00 per hour	No	Charged By: Police Collected By: Finance	Date: 4/18/2023 R. No.: 23-9221 R. Date: 4/18/2023	Objective: Recover Cost Prop 26 Exception: 1,2 Full Cost: \$ 248.00		\$ 248.00 per hour	5.1%
Driving Under the Influence Emergency Response	Per current salary schedule plus benefits and current citywide overhead	No	Charged By: Police Collected By: Finance	Date: 6/15/1999 Government Code Sections: 53150 and 53154	Objective: Recover Cost Prop 26 Exception: 1,2 Full Cost: As calculated		Per current salary schedule plus benefits and current citywide overhead	

CITY OF SANTA CLARA MUNICIPAL FEE SCHEDULE

SUBMITTED BY DEPARTMENT / DIVISION:
POLICE

RESOLUTION NUMBER:

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DESCRIPTION OF FEE, RATE OR CHARGE	CURRENT FEE and PERIOD	TECHNOLOGY FEE (3.37%) APPLIES (Yes or No)	CHARGING DEPT / DIV ----- COLLECTING DEPT / DIV	DATE FEE LAST CHANGED	FEE DETAIL OBJECTIVE PROP 26 EXCEPTION (SEE READER'S GUIDE) FULL COST FACTOR	COMMENTS	PROPOSED NEW OR REVISED FEE 2024-25	Percent Change
				ORDINANCE NUMBER & DATE (if applicable)				
<u>False Alarm Calls</u> Second false alarm Third false alarm Fourth false alarm (\$25 penalty) Fifth & subsequent false alarms (\$50 penalty)	\$ 50.00 \$ 111.00 \$ 136.00 \$ 161.00	No No No No	Charged By: Police Collected By: Finance	Date: 1/28/2020 R. No.: 2012 R. Date: 1/14/2020	Objective: Recover Cost Penalty Prop 26 Exception: 1,2,5 Full Cost: \$ 192.83	(Regulatory Fee)	\$ 50.00 \$ 115.00 \$ 140.00 \$ 165.00	 3.6% 2.9% 2.5%
<u>False Alarm Calls</u> Holdup Alarm	\$ 121.00 In addition to false alarm fees	No	Charged By: Police Collected By: Finance	Date: 5/8/2018 R. No.: 1735 R. Date: 6/1/1999	Objective: Recover Cost Penalty Prop 26 Exception: 1,2,5 Full Cost: \$ 151.50	(Regulatory Fee)	\$ 125.00	3.3%
<u>Fingerprinting Services</u> Does not include mandated FBI/DOJ fees LiveScan (Sent to Department of Justice)	\$ 66.00 per roll	No	Charged By: Police Collected By: Police	Date: 4/18/2023 R. No.: 23-9221 R. Date: 4/18/2023	Objective: Recover Cost Prop 26 Exception: 1,2 Full Cost: \$ 69.67	Does not include mandated FBI/DOJ Live Scan fees. (Regulatory Fee) Consolidating fingerprint services fees into one category	\$ 69.00 per roll	4.5%
<u>Fingerprinting</u> Hard Card (Person takes card with them)	\$ 66.00 per card	No	Charged By: Police Collected By: Police	Date: 4/18/2023 R. No.: 23-9221 R. Date: 4/18/2023	Objective: Recover Cost Prop 26 Exception: 1,2 Full Cost: \$ 69.67	Does not include mandated FBI/DOJ Live Scan fees. (Regulatory Fee) Consolidating fingerprint services fees into one category	\$ 69.00 per card	4.5%

CITY OF SANTA CLARA MUNICIPAL FEE SCHEDULE

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				ORDINANCE NUMBER & DATE (if applicable)				
<u>ID Card Renewal</u> (for multiple applicants)	\$ 99.00	No	Charged By: Police Collected By: Police	Date: 4/18/2023 R. No.: 23-9221 R. Date: 4/18/2023 Other:	Objective: Recover Cost Prop 26 Exception: 3 Full Cost: \$ 104.50		\$ 104.00	5.1%
<u>Massage Establishment Application</u>	\$ 795.00	No	Charged By: Police Collected By: Police	Date: 4/18/2023 R. No.: 23-9221 R. Date: 4/18/2023	Objective: Recover Cost Prop 26 Exception: 3 Full Cost: \$ 1,504.75	Does not include mandated DOJ/FBI Live Scan fees. (Regulatory Fee)	\$ 834.00	4.9%
<u>Massage Establishment Application - Sole Proprietor</u>	\$ 161.00	No	Charged By: Police Collected By: Police	Date: 4/18/2023 R. No.: 23-9221 R. Date: 4/18/2023	Objective: Recover Cost Prop 26 Exception: 3 Full Cost: \$ 1,092.00		\$ 169.00	5.0%
<u>Massage Establishment Renewal</u>	\$ 638.00	No	Charged By: Police Collected By: Police	Date: 4/18/2023 R. No.: 23-9221 R. Date: 4/18/2023	Objective: Recover Cost Prop 26 Exception: 3 Full Cost: \$ 1,295.75	(Regulatory Fee)	\$ 669.00	4.9%

CITY OF SANTA CLARA MUNICIPAL FEE SCHEDULE

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POLICE

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DESCRIPTION OF FEE , RATE OR CHARGE	CURRENT FEE and PERIOD	TECHNOLOGY FEE (3.37%) APPLIES (Yes or No)	CHARGING DEPT / DIV ----- COLLECTING DEPT / DIV	DATE FEE LAST CHANGED	FEE DETAIL OBJECTIVE PROP 26 EXCEPTION (SEE READER'S GUIDE) FULL COST FACTOR	COMMENTS	PROPOSED NEW OR REVISED FEE 2024-25	Percent Change
				ORDINANCE NUMBER & DATE (if applicable)				
<u>Massage Establishment Renewal Sole Proprietor</u>	\$ 112.00	No	Charged By: Police Collected By: Police	Date: 4/18/2023 R. No.: 23-9221 R. Date: 4/18/2023	Objective: Recover Cost Prop 26 Exception: 3 Full Cost: \$ 935.25		\$ 117.00	4.5%
<u>Massage Establishment Permit Amendments</u>	\$ 51.00	No	Charged By: Police Collected By: Police	Date: 4/18/2023 R. No.: 23-9221 R. Date: 4/18/2023	Objective: Recover Cost Prop 26 Exception: 3 Full Cost: \$ 104.50		\$ 53.00	3.9%
<u>Motor Funeral Escort Company Initial</u>	\$ 349.00	No	Charged By: Police Collected By: Police	Date: 4/18/2023 R. No.: 23-9221 R. Date: 4/18/2023	Objective: Recover Cost Prop 26 Exception: 3 Full Cost: \$ 365.75	Does not include mandated DOJ/FBI Live Scan fees.	\$ 365.00	4.6%
<u>Motor Funeral Escort Company Renewal</u>	\$ 149.00	No	Charged By: Police Collected By: Police	Date: 4/18/2023 R. No.: 23-9221 R. Date: 4/18/2023	Objective: Recover Cost Prop 26 Exception: 3 Full Cost: \$ 156.75		\$ 156.00	4.7%
<u>Motor Funeral Escort Driver Initial</u>	\$ 149.00	No	Charged By: Police Collected By: Police	Date: 4/18/2023 R. No.: 23-9221 R. Date: 4/18/2023	Objective: Recover Cost Prop 26 Exception: 3 Full Cost: \$ 156.75		\$ 156.00	4.7%

CITY OF SANTA CLARA MUNICIPAL FEE SCHEDULE

SUBMITTED BY DEPARTMENT / DIVISION:
POLICE

RESOLUTION NUMBER:

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DESCRIPTION OF FEE , RATE OR CHARGE	CURRENT FEE and PERIOD	TECHNOLOGY FEE (3.37%) APPLIES (Yes or No)	CHARGING DEPT / DIV ----- COLLECTING DEPT / DIV	DATE FEE LAST CHANGED	FEE DETAIL OBJECTIVE PROP 26 EXCEPTION (SEE READER'S GUIDE) FULL COST FACTOR	COMMENTS	PROPOSED NEW OR REVISED FEE 2024-25	Percent Change
				ORDINANCE NUMBER & DATE (if applicable)				
<u>Motor Funeral Escort Driver Renewal</u>	\$ 149.00	No	Charged By: Police Collected By: Police	Date: 4/18/2023 R. No.: 23-9221 R. Date: 4/18/2023	Objective: Recover Cost Prop 26 Exception: 3 Full Cost: \$ 156.75		\$ 156.00	4.7%
<u>Off-duty employment:</u>	Per current salary schedule plus benefits and current citywide overhead	No	Charged By: Police Collected By: Finance	Date: 6/6/2006 O. No.: O. Date:	Objective: Recover Cost Prop 26 Exception: N/A Full Cost: As calculated		Per current salary schedule plus benefits and current citywide overhead	
<u>Pawn/Secondhand Dealer - Registration</u>	\$ 149.00	No	Charged By: Police Collected By: Police	Date: 4/18/2023 R. No.: 23-9221 R. Date: 4/18/2023	Objective: Recover Cost Prop 26 Exception: 3 Full Cost: \$ 156.75	Does not include mandated DOJ/FBI Live Scan fees. (Regulatory Fee)	\$ 156.00	4.7%
<u>Pawn/Secondhand Dealer - Renewal</u>	\$ 99.00	No	Charged By: Police Collected By: Police	Date: 4/18/2023 R. No.: 23-9221 R. Date: 4/18/2023	Objective: Recover Cost Prop 26 Exception: 3 Full Cost: \$ 104.50	(Regulatory Fee)	\$ 104.00	5.1%
<u>Photo CD's</u>	\$ 3.00 per CD	No	Charged By: Police Collected By: Police	Date: 6/10/2008 Res. No.: 08-7525	Objective: Recover Cost Prop 26 Exception: 1,2 Full Cost: \$ 3.00	PRA - no labor fee	\$ 3.00 per CD	

CITY OF SANTA CLARA MUNICIPAL FEE SCHEDULE

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POLICE

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DESCRIPTION OF FEE, RATE OR CHARGE	CURRENT FEE and PERIOD	TECHNOLOGY FEE (3.37%) APPLIES (Yes or No)	CHARGING DEPT / DIV ----- COLLECTING DEPT / DIV	DATE FEE LAST CHANGED	FEE DETAIL OBJECTIVE PROP 26 EXCEPTION (SEE READER'S GUIDE) FULL COST FACTOR	COMMENTS	PROPOSED NEW OR REVISED FEE 2024-25	Percent Change
				ORDINANCE NUMBER & DATE (if applicable)				
Police Reports Per page	\$ 0.20 per page	No	Charged By: Police Collected By: Police	Date: 6/10/2008 Res. No.: 08-7525	Objective: Recover Cost Prop 26 Exception: 1,2 Full Cost: \$ 0.20	Per Public Records Act	\$ 0.20 per page	
Private Security - Registration	\$ 199.00	No	Charged By: Police Collected By: Police	Date: 4/18/2023 R. No.: 23-9221 R. Date: 4/18/2023	Objective: Recover Cost Prop 26 Exception: 3 Full Cost: \$ 209.00		\$ 209.00	5.0%
Private Security - Renewal	\$ 99.00	No	Charged By: Police Collected By: Police	Date: 4/18/2023 R. No.: 23-9221 R. Date: 4/18/2023	Objective: Recover Cost Prop 26 Exception: 3 Full Cost: \$ 104.50		\$ 104.00	5.1%
Public Entertainment Application	\$ 231.00	No	Charged By: Police Collected By: Police	Date: 4/18/2023 O. No.: 23-9221 O. Date: 4/18/2023	Objective: Recover Cost Prop 26 Exception: 3 Full Cost: \$ 242.00	Does not include mandated DOJ/FBI Live Scan fees. (Regulatory Fee)	\$ 242.00	4.8%
Public Entertainment Application Renewal	\$ 181.00	No	Charged By: Police Collected By: Police	Date: 4/18/2023 R. No.: 23-9221 R. Date: 4/18/2023	Objective: Recover Cost Prop 26 Exception: 3 Full Cost: \$ 189.75		\$ 189.00	4.4%

CITY OF SANTA CLARA MUNICIPAL FEE SCHEDULE

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POLICE

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				ORDINANCE NUMBER & DATE (if applicable)				
<u>Public Entertainment General</u> Fines for Violation (Infraction): 1st Offense	\$ 150.00	No	Charged By: Police Collected By: Police	Date: 1748 O. No.: 2/15/2000 O. Date:	Objective: Penalty Prop 26 Exception: 5 Full Cost:		\$ 150.00	
<u>Public Entertainment General</u> Fines for Violation (Infraction): 2nd Offense	\$ 300.00	No	Charged By: Police Collected By: Police	Date: 4/19/2022 O. No.: 22-9081 O. Date: 4/19/2022	Objective: Penalty Prop 26 Exception: 5 Full Cost:		\$ 300.00	
<u>Public Entertainment General</u> Fines for Violation (Infraction): Subsequent Offenses	\$ 750.00	No	Charged By: Police Collected By: Police	Date: 4/19/2022 O. No.: 22-9081 O. Date: 4/19/2022	Objective: Penalty Prop 26 Exception: 5 Full Cost:		\$ 750.00	
<u>Release of Stored Vehicles</u>	\$ 100.00	No	Charged By: Police Collected By: Police	Date: 4/18/2023 R. No.: 23-9221 R. Date: 4/18/2023	Objective: Recover Cost Prop 26 Exception: 1,2 Full Cost: \$ 100.50	(Regulatory Fee)	\$ 100.00	
<u>Repo Fee</u> (Repossessed Vehicles)	\$ 15.00	No	Charged By: Police Collected By: Police	Date: 4/28/2020 Government Code Section: 41612	Objective: Recover Cost Prop 26 Exception: 1,2 Full Cost: \$ 51.25	Mandated by State Law.	\$ 15.00	

CITY OF SANTA CLARA MUNICIPAL FEE SCHEDULE

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POLICE

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DESCRIPTION OF FEE, RATE OR CHARGE	CURRENT FEE and PERIOD	TECHNOLOGY FEE (3.37%) APPLIES (Yes or No)	CHARGING DEPT / DIV ----- COLLECTING DEPT / DIV	DATE FEE LAST CHANGED	FEE DETAIL OBJECTIVE PROP 26 EXCEPTION (SEE READER'S GUIDE) FULL COST FACTOR	COMMENTS	PROPOSED NEW OR REVISED FEE 2024-25	Percent Change
				ORDINANCE NUMBER & DATE (if applicable)				
Residential Parking Permit / Guest Parking Permit (each)	\$ 31.83	No	Charged By: Police Collected By: Police	Date: 4/19/2022 R. No.: 22-9081 R. Date: 4/19/2022	Objective: Recover Cost Prop 26 Exception: 3 Full Cost: \$ 34.83	(Regulatory Fee)	\$ 34.00	6.8%
Second Response Ordinance	Per current salary schedule plus benefits and current citywide overhead	No	Charged By: Police Collected By: Finance	Date: 8/22/1990 O. No.: 1849 O. Date: 11/24/2009 Code Section 9.05.020	Objective: Recover Cost Prop 26 Exception: 3 Full Cost: As calculated	(Regulatory Fee)	Per current salary schedule plus benefits and current citywide overhead	
Solicitor / Peddler Application Background Investigation	\$ 349.00	No	Charged By: Police Collected By: Police	Date: 4/18/2023 R. No.: 23-9221 R. Date: 4/18/2023	Objective: Recover Cost Prop 26 Exception: 3 Full Cost: \$ 365.75	Does not include mandated DOJ/FBI Live Scan fees. (Regulatory Fee)	\$ 365.00	4.6%
Solicitor / Peddler Renewal	\$ 149.00	No	Charged By: Police Collected By: Police	Date: 4/18/2023 R. No.: 23-9221 R. Date: 4/18/2023	Objective: Recover Cost Prop 26 Exception: 3 Full Cost: \$ 156.75		\$ 156.00	4.7%

CITY OF SANTA CLARA MUNICIPAL FEE SCHEDULE

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				ORDINANCE NUMBER & DATE (if applicable)				
<u>Solicitor/Peddler Application - Employee Only</u>	\$ 149.00	No	Charged By: Police Collected By: Police	Date: 4/18/2023 R. No.: 23-9221 R. Date: 4/18/2023	Objective: Recover Cost Prop 26 Exception: 3 Full Cost: \$ 156.75		\$ 156.00	4.7%
<u>Taxicab/Pedicab Company Application</u>	\$ 7,093.00	No	Charged By: Police Collected By: Police	Date: 4/18/2023 R. No.: 23-9221 R. Date: 4/18/2023	Objective: Recover Cost Prop 26 Exception: 3 Full Cost: \$ 7,419.50	Does not include mandated DOJ/FBI Live Scan fees. (Regulatory Fee)	\$ 7,419.00	4.6%
<u>Taxicab/Pedicab Company Renewal</u>	\$ 749.00 (per year)	No	Charged By: Police Collected By: Police	Date: 4/18/2023 R. No.: 23-9221 R. Date: 4/18/2023	Objective: Recover Cost Prop 26 Exception: 3 Full Cost: \$ 783.75		\$ 783.00 (per year)	4.5%
<u>Taxicab/Pedicab Driver Application</u>	\$ 149.00	No	Charged By: Police Collected By: Police	Date: 4/18/2023 R. No.: 23-9221 R. Date: 4/18/2023	Objective: Recover Cost Prop 26 Exception: 3 Full Cost: \$ 156.75	Does not include mandated DOJ/FBI Live Scan fees. (Regulatory Fee)	\$ 156.00	4.7%

CITY OF SANTA CLARA MUNICIPAL FEE SCHEDULE

SUBMITTED BY DEPARTMENT / DIVISION:
POLICE

RESOLUTION NUMBER:

APPROVED:

DESCRIPTION OF FEE, RATE OR CHARGE	CURRENT FEE and PERIOD	TECHNOLOGY FEE (3.37%) APPLIES (Yes or No)	CHARGING DEPT / DIV ----- COLLECTING DEPT / DIV	DATE FEE LAST CHANGED	FEE DETAIL OBJECTIVE PROP 26 EXCEPTION (SEE READER'S GUIDE) FULL COST FACTOR	COMMENTS	PROPOSED NEW OR REVISED FEE 2024-25	Percent Change
				ORDINANCE NUMBER & DATE (if applicable)				
<u>Taxicab/Pedicab Driver</u> Renewal, Retest or Reinspection	\$ 149.00	No	Charged By: Police Collected By: Police	Date: 4/18/2023 R. No.: 23-9221 R. Date: 4/18/2023	Objective: Recover Cost Prop 26 Exception: 3 Full Cost: \$ 156.75	(Regulatory Fee)	\$ 156.00	4.7%
<u>Taxicabs/Pedicab</u> Annual Safety Inspection Fee	\$ 199.00	No	Charged By: Police Collected By: Police	Date: 4/18/2023 R. No.: 23-9221 R. Date: 4/18/2023	Objective: Recover Cost Prop 26 Exception: 3 Full Cost: \$ 209.00	(Regulatory Fee)	\$ 209.00	5.0%
<u>Tow Drivers</u> Application	\$ 149.00	No	Charged By: Police Collected By: Police	Date: 4/18/2023 R. No.: 23-9221 R. Date: 4/18/2023	Objective: Recover Cost Prop 26 Exception: 3 Full Cost: \$ 156.75	Does not include mandated DOJ/FBI Live Scan fees. (Regulatory Fee)	\$ 156.00	4.7%
<u>USB Drive for Police Reports</u>	\$ 8.00	No	Charged By: Police Collected By: Police	Date: 7/16/2019 R. No.: R. Date:	Objective: Recover Cost Prop 26 Exception: 2 Full Cost: \$ 8.00		\$ 8.00	

CITY OF SANTA CLARA MUNICIPAL FEE SCHEDULE

SUBMITTED BY DEPARTMENT / DIVISION:
POLICE / SVACA

RESOLUTION NUMBER:

APPROVED:

DESCRIPTION OF FEE, RATE OR CHARGE	CURRENT FEE and PERIOD	TECHNOLOGY FEE (3.37%) APPLIES (Yes or No)	CHARGING DEPT / DIV	DATE FEE LAST CHANGED	FEE DETAIL OBJECTIVE	COMMENTS	PROPOSED NEW OR REVISED FEE 2024-25	Percent Change
			----- COLLECTING DEPT / DIV	ORDINANCE NUMBER & DATE (if applicable)	PROP 26 EXCEPTION (SEE READER'S GUIDE) FULL COST FACTOR			
ANIMAL CONTROL								
LICENSE FEES								
<u>Dog License Fees</u>								
Altered One Year	\$ 25.00	No	Charged By: Silicon Valley	Date: 3/27/2019	Objective: Recover Cost	For owners who are 65 years of age or older, there is no license fee charged for the first animal. Fees will apply to the second and additional animals for such owners.	\$ 25.00	
Altered Two Years	\$ 37.00	No	Animal Control	Res. No.	User Fee		\$ 37.00	
Altered Three Years	\$ 50.00	No	Authority	SVACA 2019-2	Penalty		\$ 50.00	
Unaltered One Year	\$ 100.00	No	Collected By: Silicon Valley	Res. Date: 3/27/2019	Prop 26 Exception: 3		\$ 100.00	
<u>Cat License Fees</u>								
Altered One Year	\$ 15.00	No	Animal Control		Full Cost: N/A	State law requires that dogs must be licensed by the age of (4) four months.	\$ 15.00	
Altered Two Years	\$ 23.00	No	Authority				\$ 23.00	
Altered Three Years	\$ 30.00	No					\$ 30.00	
Unaltered One Year	\$ 50.00	No				Failure to license a dog by the age of (4) four months, or within 30 days of acquisition or within 30 days of residency (for a new resident) or within 30 days of the expiration date of a previously issued license will be subject to the Late (Delinquent) Fee.	\$ 50.00	
<u>Other License Fees</u>								
Replacement Tag	\$ 5.00	No					\$ 5.00	
Late (Delinquent) Fee - Licensing	\$ 35.00	No					\$ 35.00	
Courtesy Fee	\$ 2.00	No	Charged By: Silicon Valley	Date: 3/27/2019	Fee collected to offset the cost of expenses for a new web based licensing program. The program simplifies the licensing process for animal owners and increases staff efficiency. Service is optional. Owners may still renew or license in person or by mail.	Dog licenses are not transferable from one owner to the next.	\$ 2.00	
			Animal Control	Res. No.				
			Authority	SVACA 2019-2				
			Collected By: Silicon Valley	Res. Date: 3/27/2019				
			Animal Control					
			Authority					

CITY OF SANTA CLARA MUNICIPAL FEE SCHEDULE

SUBMITTED BY DEPARTMENT / DIVISION:
POLICE / SVACA

RESOLUTION NUMBER:

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				ORDINANCE NUMBER & DATE (if applicable)				
SHELTER SERVICES								
Impound/Redemption Fees								
Dogs and Cats								
Altered-1st Offense	\$ 35.00	No	Charged By: Silicon Valley Animal Control Authority	Date: 3/27/2019 Res. No. SVACA 2019-2	Objective: Recover Cost Penalty Prop 26 Exception: 3 Full Cost: N/A	Includes animals impounded for rabies quarantine. 3 Offenses accumulate through the life of the animal.	\$ 35.00 \$ 100.00 \$ 125.00 \$ 175.00 \$ 205.00	
Unaltered-1st Offense	\$ 100.00	No	Collected By: Silicon Valley Animal Control Authority	Res. Date: 3/27/2019				
Altered or Unaltered-2nd Offense	\$ 125.00	No						
Altered or Unaltered-3rd Offense	\$ 175.00	No						
Altered or Unaltered-4th Offense	\$ 205.00	No						
Other Domestic/Exotic								
Large animal (horse, pig, etc.)	\$ 75.00	No					\$ 75.00	
Small Animal (bird, rabbit, etc.)	\$ 28.00	No					\$ 28.00	
Boarding Fees								
per day or portion thereof:								
Dogs and Cats	\$ 22.00	No					\$ 22.00	
All Other Animals	\$ 11.00	No					\$ 11.00	
ADOPTION FEES								
Type of Animal								
Dog	\$ 150.00	No	Charged By: Silicon Valley Animal Control Authority	Date: 3/27/2019 Res. No. SVACA 2019-2	Objective: Recover Cost User Fee Prop 26 Exception: 3 Full Cost: N/A	SVACA reserves the right to deny adoptions in certain circumstances for cause.	\$ 150.00 \$ 100.00 \$ 150.00 \$ 30.00 \$ 20.00 \$ 20.00 \$ 100.00	
Cat	\$ 100.00	No	Collected By: Silicon Valley Animal Control Authority	Res. Date: 3/27/2019				
Kitten (less than six months)	\$ 150.00	No						
Rabbit	\$ 30.00	No						
Small Animal	\$ 20.00	No						
Bird	\$ 20.00	No						
Dog Behavior Training Deposit	\$ 100.00	No						

CITY OF SANTA CLARA MUNICIPAL FEE SCHEDULE

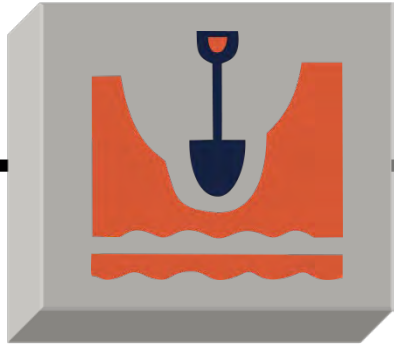
SUBMITTED BY DEPARTMENT / DIVISION:
POLICE / SVACA

RESOLUTION NUMBER:

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				ORDINANCE NUMBER & DATE (if applicable)				
ANIMAL SURRENDER FEES								
Dog/Cat	\$ 150.00	No	Charged By: Silicon Valley Animal Control Authority	Date: 3/27/2019	Objective: Recover Cost User Fee		\$ 150.00	
Other	\$ 40.00	No		Res. No. SVACA 2019-2	Prop 26 Exception: 3		\$ 40.00	
Disposal			Collected By: Silicon Valley Animal Control Authority	Res. Date: 3/27/2019	Full Cost: N/A			
Small Animals	\$ 25.00	No					\$ 25.00	
Dog/Cat/Rabbit	\$ 50.00	No					\$ 50.00	
Dogs and others over 150 lbs.	\$ 125.00	No					\$ 125.00	
TRAP FEES								
No Daily Fees			Charged By: Silicon Valley Animal Control Authority	Date: 3/27/2019	Objective: Recover Cost User Fee	Maximum rental period on all traps is 2 weeks, unless extended by SVACA staff.	\$ 100.00	
Refundable Deposit	\$ 100.00	No		Res. No. SVACA 2019-2	Prop 26 Exception: 3			
			Collected By: Silicon Valley Animal Control Authority	Res. Date: 3/27/2019	Full Cost: N/A			
OTHER FEES								
Animal Establishment Fee	\$ 200.00	No	Charged By: Silicon Valley Animal Control Authority	Date: 3/27/2019	Objective: Recover Cost User Fee		\$ 200.00	
Animal Rescue Registration	\$ 25.00	No					\$ 25.00	
Keeping of Animal or Fowl Permit	\$ 50.00	No		Res. No. SVACA 2019-2	Penalty		\$ 50.00	
Dangerous Dog Fee	\$ 200.00	No					\$ 200.00	
Field Service Charge, per trip	\$ 50.00	No	Collected By: Silicon Valley Animal Control Authority	Res. Date: 3/27/2019	Prop 26 Exception: 3		\$ 50.00	
Home Quarantine Fee	\$ 50.00	No					\$ 50.00	
Returned Check Charge	\$ 50.00	No			Full Cost: N/A		\$ 50.00	
Lab Processing Fee	\$ 100.00	No					\$ 100.00	
Volunteer Materials Fee	\$ 35.00	No					\$ 35.00	
Records Request Fee	\$ 0.20/page	No					\$ 0.20/page	

Municipal Fee Schedule



Public Works

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CITY OF SANTA CLARA MUNICIPAL FEE SCHEDULE

SUBMITTED BY DEPARTMENT / DIVISION:
PUBLIC WORKS / ENGINEERING/LPD; DESIGN; TRAFFIC

RESOLUTION NUMBER:

APPROVED:

DESCRIPTION OF FEE , RATE or CHARGE	CURRENT FEE and PERIOD	TECHNOLOGY FEE (3.37%) APPLIES (Yes or No)	CHARGING DEPT / DIV ----- COLLECTING DEPT / DIV	DATE FEE LAST CHANGED ORDINANCE NUMBER & DATE (if applicable)	FEE DETAIL OBJECTIVE PROP 26 EXCEPTION (SEE READER'S GUIDE) FULL COST FACTOR	COMMENTS	PROPOSED NEW OR REVISED FEE 2024-25	Percent Change
Parcel Map and Record of Survey Checking Fee (includes 3 checks)	\$ 8,361.00 per map	Yes	Charged By: Engineering/ LPD	Date: 4/18/2023 R. No.: 23-9221 R. Date: 4/18/2023	Objective: Recover Cost Prop 26 Exception: 1,2,3,6 Full Cost: \$ 8,361.00		\$ 8,361.00 per map	
Parcel Map and Record of Survey Checking Fee (4th and subsequent reviews)	\$ 1,470.00		Collected By: Finance		Full Cost: \$ 1,470.00		\$ 1,470.00	
Final Map Checking Fee - First 5 Lots (includes 3 checks)	\$ 10,640.00	Yes	Charged By: Engineering/ LPD	Date: 4/18/2023 R. No.: 23-9221 R. Date: 4/18/2023	Objective: Recover Cost Prop 26 Exception: 1,2,3,6 Full Cost: \$ 10,640.00		\$ 10,640.00	
Final Map Checking Fee - First 5 Lots (4th and subsequent reviews)	\$ 1,470.00	Yes	Collected By: Finance		\$ 1,470.00		\$ 1,470.00	
Final Map Checking Fee per lot beyond 5 lots (includes 3 checks)	\$ 484.00				\$ 484.00		\$ 484.00	
Final Map Checking Fee per lot beyond 5 lots (4th and subsequent reviews)	\$ 484.00				\$ 484.00		\$ 484.00	
Amended Parcel Map and Record of Survey Checking Fee (includes 2 checks)	\$ 3,491.00 per map	Yes	Charged By: Engineering/ LPD	Date: 4/18/2023 R. No.: 23-9221 R. Date: 4/18/2023	Objective: Recover Cost Prop 26 Exception: 1,2,3,6 Full Cost: \$ 3,491.00		\$ 3,491.00 per map	
Amended Parcel Map and Record of Survey Checking fee (For the 3rd and subsequent reviews)	\$ 1,081.00		Collected By: Finance		Full Cost: \$ 1,081.00		\$ 1,081.00	

CITY OF SANTA CLARA MUNICIPAL FEE SCHEDULE

SUBMITTED BY DEPARTMENT / DIVISION:
PUBLIC WORKS / ENGINEERING/LPD; DESIGN; TRAFFIC

RESOLUTION NUMBER:

APPROVED:

DESCRIPTION OF FEE , RATE or CHARGE	CURRENT FEE and PERIOD	TECHNOLOGY FEE (3.37%) APPLIES (Yes or No)	CHARGING DEPT / DIV ----- COLLECTING DEPT / DIV	DATE FEE LAST CHANGED ORDINANCE NUMBER & DATE (if applicable)	FEE DETAIL OBJECTIVE PROP 26 EXCEPTION (SEE READER'S GUIDE) FULL COST FACTOR	COMMENTS	PROPOSED NEW OR REVISED FEE 2024-25	Percent Change
Amended Final Map Checking Fee (includes 2 checks)	\$ 3,491.00 per map	Yes	Charged By: Engineering/ LPD	Date: 4/18/2023 R. No.: 23-9221 R. Date: 4/18/2023	Objective: Recover Cost Prop 26 Exception: 1,2,3,6 Full Cost: \$ 3,491.00		\$ 3,491.00 per map	
Amended Final Map Checking Fee (For the 3rd and subsequent reviews)	\$ 1,081.00		Collected By: Finance		Full Cost: \$ 1,081.00		\$ 1,081.00	
Processing Certificate of Correction (includes 2 checks)	\$ 3,907.00 per map	Yes	Charged By: Engineering/ LPD	Date: 4/18/2023 R. No.: 23-9221 R. Date: 4/18/2023	Objective: Recover Cost Prop 26 Exception: 1,2,3,6 Full Cost: \$ 3,907.00		\$ 3,907.00 per map	
Processing Certificate of Correction (For the 3rd and subsequent reviews) (for Final/Parcel Maps.)	\$ 1,271.00		Collected By: Finance		Full Cost: \$ 1,271.00		\$ 1,271.00	
Assessment District Reapportionment Fee - Assemblage/Parcel Split			Charged By: Engineering/ LPD	Date: 4/18/2023 R. No.: 23-9221 R. Date: 4/18/2023	Objective: Recover Cost Prop 26 Exception: 1,2,3,6			
First two Parcels	\$ 9,209.00	No	Collected By: Finance		Full Cost: \$ 9,496.00		\$ 9,496.00	3.1%
Each Subsequent Parcel	\$ 2,341.00	No			Full Cost: \$ 2,427.00		\$ 2,427.00	3.7%
Processing Certificate of Compliance (includes 2 checks)	\$ 1,773.00 per certificate	No	Charged By: Engineering/ LPD	Date: 4/18/2023 R. No.: 23-9221 R. Date: 4/18/2023	Objective: Recover Cost Prop 26 Exception: 1,2,3,6 Full Cost: \$ 1,773.00		\$ 1,773.00 per certificate	
Processing Certificate of Compliance (For the 3rd and subsequent reviews)	\$ 1,005.00		Collected By: Finance		Full Cost: \$ 1,005.00		\$ 1,005.00	

CITY OF SANTA CLARA MUNICIPAL FEE SCHEDULE

SUBMITTED BY DEPARTMENT / DIVISION:
PUBLIC WORKS / ENGINEERING/LPD; DESIGN; TRAFFIC

RESOLUTION NUMBER:

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DESCRIPTION OF FEE , RATE or CHARGE	CURRENT FEE and PERIOD	TECHNOLOGY FEE (3.37%) APPLIES (Yes or No)	CHARGING DEPT / DIV ----- COLLECTING DEPT / DIV	DATE FEE LAST CHANGED ORDINANCE NUMBER & DATE (if applicable)	FEE DETAIL OBJECTIVE PROP 26 EXCEPTION (SEE READER'S GUIDE) FULL COST FACTOR	COMMENTS	PROPOSED NEW OR REVISED FEE 2024-25	Percent Change
Lot Line Adjustment Processing (includes 3 checks)	\$ 7,610.00 per application	Yes	Charged By: Engineering/ LPD Collected By: Finance	Date: 4/18/2023 R. No.: 23-9221 R. Date: 4/18/2023	Objective: Recover Cost Prop 26 Exception: 1,2,3,6 Full Cost: \$ 7,610.00		\$ 7,610.00 per application	
Lot Line Adjustment Processing (For the 4th and subsequent reviews)	\$ 1,271.00				Full Cost: \$ 1,271.00		\$ 1,271.00	
<u>Security Deposit for Survey</u> Property Monument	\$ 1,918.00 per monument	No	Charged By: Engineering/ LPD	Date: 4/18/2023 R. No.: 23-9221 R. Date: 4/18/2023	Objective: Recover Cost Prop 26 Exception: 1,2,3,6	Adjust by Jan - Jan change in CCI	\$ 1,921.00 per monument	0.2%
Minimum Security Deposit	\$ 3,837.00 minimum per map	No	Collected By: Finance		Full Cost: \$ 1,921.26 Full Cost: \$ 3,843.52	See note 1	\$ 3,843.00 minimum per map	0.2%
<u>Security Deposit for Survey</u> <u>City Standard Street</u> Monuments	\$ 2,558.00 per monument	No	Charged By: Engineering/ LPD	Date: 4/18/2023 R. No.: 23-9221 R. Date: 4/18/2023	Objective: Recover Cost Prop 26 Exception: 1,2	Adjust by Jan - Jan change in CCI	\$ 2,562.00 per monument	0.2%
Minimum Security Deposit	\$ 3,837.00 minimum per map	No	Collected By: Finance		Full Cost: \$ 2,562.35 Full Cost: \$ 3,843.52	See note 1	\$ 3,843.00 minimum per map	0.2%
<u>Encroachment Permit:</u> Processing Fee for Project up to \$25K	\$ 407.00 per permit	Yes	Charged By: Engineering/ LPD Collected By: Finance	Date: 4/18/2023 R. No.: 23-9221 R. Date: 4/18/2023	Objective: Recover Cost Prop 26 Exception: 1,2,3 Full Cost: \$ 421.50		\$ 421.00 per permit	3.4%
for Project over \$25K	\$ 815.00 per permit	Yes			Full Cost: \$ 843.00		\$ 843.00 per permit	3.4%
Permit Extension for all Projects	\$ 455.00 per permit	Yes			Full Cost: \$ 466.25	only applies to extensions for all projects	\$ 466.00 per permit	2.4%

CITY OF SANTA CLARA MUNICIPAL FEE SCHEDULE

SUBMITTED BY DEPARTMENT / DIVISION:
PUBLIC WORKS / ENGINEERING/LPD; DESIGN; TRAFFIC

RESOLUTION NUMBER:

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<u>Encroachment Permit:</u>			Charged By:	Date: 4/18/2023	Objective: Recover Cost			
Engineering Plan Check for Projects up to \$25K (per plan set) - includes 3 checks	\$ 751.00	Yes	Engineering/ LPD	R. No.: 23-9221 R. Date: 4/18/2023	Prop 26 Exception: 1,2,3 Full Cost: \$ 776.75		\$ 776.00	3.3%
Engineering Plan Check for Projects between \$25k and \$35k (per plan set) - includes 3 checks	\$ 1,805.00 per sheet	Yes	Collected By: Finance		Full Cost: \$ 1,553.50		\$ 1,553.00	-14.0%
Engineering Plan Check for Projects over \$25K -\$35K (per plan sheet) - includes 3 checks	\$ 1,805.00	Yes			Full Cost: \$ 1,854.25		\$ 1,854.00	2.7%
Engineering Plan Check (per plan set) for Projects up to \$25K - 4th and subsequent review	\$ 162.00	Yes			Full Cost: \$ 167.92		\$ 167.00	3.1%
Engineering Plan Check (per plan set) for Projects between \$25k and \$35k - 4th and subsequent review	\$ 304.00 per sheet	Yes			Full Cost: \$ 167.92		\$ 167.00	-45.1%
Engineering Plan check (per plan sheet) for Projects over \$25K \$35K - 4th and subsequent review	\$ 304.00	Yes			Full Cost: \$ 309.00		\$ 309.00	1.6%
Engineering Plan Check (per plan sheet) for Projects over \$25K \$35K for revisions after EP issuance	\$ 505.00	Yes			Full Cost: \$ 508.42		\$ 508.00	0.6%
<u>Encroachment Permit:</u>								
Engineering Inspection								
\$0-\$15K	\$ 489.00	Yes			Full Cost: \$ 494.00		\$ 494.00	1.0%
\$15,001-\$25K-base + 44.50% 4.04% of cost above \$15K	\$ 489.00	Yes			Full Cost: \$ 617.50		\$ 617.50	26.3%
\$25,001-\$35K-base + 43.42% 5.27% of cost above \$25K	\$ 2,006.00	Yes			Full Cost: \$ 1,021.00		\$ 1,021.00	-49.1%
\$35,001-\$50K-base + 43.42% 23.49% of cost above \$35K	\$ 2,006.00	Yes			Full Cost: \$ 1,548.00		\$ 1,548.00	-22.8%
\$50,001-\$100K-base + 2.88% 4.06% of cost above \$50K	\$ 5,516.00	Yes			Full Cost: \$ 5,072.00		\$ 5,072.00	-8.0%
\$101K-\$200K-base + 5.75% 6.09% of cost above \$100K	\$ 7,021.00	Yes			Full Cost: \$ 7,100.80		\$ 7,100.80	1.1%
\$201K-\$500K-base + 5.27% 5.58% of cost above \$200K	\$ 13,039.00	Yes			Full Cost: \$ 13,187.20		\$ 13,187.20	1.1%
\$501K-\$1M-base + 4.99% 5.27% of cost above \$500K	\$ 29,588.00	Yes			Full Cost: \$ 29,924.80		\$ 29,924.80	1.1%
>\$1M; base	\$ 55,666.00	Yes			Full Cost: \$ 56,299.20		\$ 56,299.20	1.1%
>\$1M for each additional \$500K or fraction thereof	\$ 14,042.00	Yes			Full Cost: \$ 14,201.60		\$ 14,201.60	1.1%

CITY OF SANTA CLARA MUNICIPAL FEE SCHEDULE

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Encroachment Permit: Slurry Seal Fee	\$ 2.51 per square ft, or \$ 115.00 minimum	Yes Yes	Charged By: Engineering/LPD Collected By: Finance	Date: 4/18/2023 R. No.: 23-9221 R. Date: 4/18/2023	Objective: Recover Cost Prop 26 Exception: 1,2,3 Full Cost: \$ 115.20	Adjust by Jan - Jan change in CCI See note 1	\$ 2.51 per square ft, or \$ 115.00 minimum	
Encroachment Permit: Field Marking-Storm Drain Up to 50 ft. of excavation Over 50 ft. of excavation	\$ 183.00 \$ 183.00 plus \$ 122.00 Each additional 50 ft or fraction thereof	Yes Yes Yes	Charged By: Engineering/LPD Collected By: Finance	Date: 4/18/2023 R. No.: 23-9221 R. Date: 4/18/2023	Objective: Recover Cost Prop 26 Exception: 1,2,3 Full Cost: \$ 185.25 Full Cost: \$ 185.25 Full Cost: \$ 123.50	See Article 2 of Chapter 3.1 of Div. 5 of Title 1 of the Government Code.	\$ 185.00 \$ 185.00 plus \$ 123.00 Each additional 50 ft or fraction thereof	1.1% 1.1% 0.8%
Encroachment Permit: Field Marking-Traffic Signal Up to 50 ft. of excavation Over 50 ft. of excavation	\$ 138.00 \$ 138.00 plus \$ 92.00 Each additional 50 ft or fraction thereof	Yes Yes Yes	Charged By: Engineering/LPD Collected By: Finance	Date: 4/18/2023 R. No.: 23-9221 R. Date: 4/18/2023	Objective: Recover Cost Prop 26 Exception: 2 Full Cost: \$ 150.00 Full Cost: \$ 150.00 Full Cost: \$ 100.00	See note 2	\$ 150.00 \$ 150.00 plus \$ 100.00 Each additional 50 ft or fraction thereof	8.7% 8.7% 8.7%
Copy of Design Criteria Standard Details Standard Specifications Subdivision Code Property Development Ordinance	\$ 0.20 per page for public \$ 0.05 per page for employees	No No	Charged By: Engineering/LPD Collected By: Finance	Date: 6/9/2009 Res. No.: 09-7631	Objective: Recover Cost Prop 26 Exception: 1,2 Full Cost: Cost	Citywide rate for copying plus sales tax.	\$ 0.20 per page for public \$ 0.05 per page for employees	

CITY OF SANTA CLARA MUNICIPAL FEE SCHEDULE

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Black Line Print of Plans on file	\$ Actual Cost	No	Charged By: Engineering Collected By:	Date: 6/9/2009 Res. No.: 09-7631	Objective: Recover Cost Prop 26 Exception: 1,2 Full Cost: Cost	Actual cost of duplication.	\$ Actual Cost	
Record Drawings Archiving Fee	\$ 86.00 per sheet	Yes	Charged By: Engineering/ LPD Collected By: Finance	Date: 4/18/2023 R. No.: 23-9221 R. Date: 4/18/2023	Objective: Recover Cost Prop 26 Exception: 1,2 Full Cost: \$ 88.00		\$ 88.00 per sheet	2.3%
Watershed Map	\$ Actual Cost	No	Charged By: Engineering/ LPD Collected By:	Date: 6/9/2009 Res. No.: 09-7631	Objective: Recover Cost Prop 26 Exception: 1,2 Full Cost: Cost	Actual cost of duplication.	\$ Actual Cost	
<u>Encroachment Agreement</u> <u>Application</u> Into Easements	\$ 5,212.00 per application	Yes	Charged By: Engineering/ LPD Collected By:	Date: 4/18/2023 R. No.: 23-9221 R. Date: 4/18/2023	Objective: Recover Cost Prop 26 Exception: 1,2,3 Full Cost: \$ 5,525.50		\$ 5,525.00 per application	6.0%
<u>Encroachment Agreement</u> <u>Application</u> Into Rights-of-Way	\$ 5,686.00 per application	Yes	Charged By: Engineering/ LPD Collected By:	Date: 4/18/2023 R. No.: 23-9221 R. Date: 4/18/2023	Objective: Recover Cost Prop 26 Exception: 1,2,3 Full Cost: \$ 6,027.50		\$ 6,027.00 per application	6.0%

CITY OF SANTA CLARA MUNICIPAL FEE SCHEDULE

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Preparation of Agreement/ Easement/Grant Deed (includes 2 checks)	\$ 5,666.00 per document	Yes	Charged By: Engineering/ LPD	Date: 4/18/2023 R. No.: 23-9221 R. Date: 4/18/2023	Objective: Recover Cost Prop 26 Exception: 1,2 Full Cost: \$ 5,666.00		\$ 5,666.00 per document	
Preparation of Agreement/ Easement/Grant Deed (for the 3rd and subsequent review)	\$ 1,271.00 For 3rd and subsequent review	Yes	Collected By: Finance		Full Cost: \$ 1,271.00		\$ 1,271.00 For 3rd and subsequent review	
Preparation of Minor Agreement/ Easement/Grant Deed (includes 2 checks)	\$ 4,452.00 per document				Full Cost: \$ 4,452.00		\$ 4,452.00 per document	
Preparation of Minor Agreement/ Easement/Grant Deed (for the 3rd and subsequent review)	\$ 1,271.00 For 3rd and subsequent review				Full Cost: \$ 1,271.00		\$ 1,271.00 For 3rd and subsequent review	
Combination Agreement/ Grant Deed for the same lot (includes two checks)	\$ 7,481.00 both documents	Yes	Charged By: Engineering/ LPD	Date: 4/18/2023 R. No.: 23-9221 R. Date: 4/18/2023	Objective: Recover Cost Prop 26 Exception: 1,2 Full Cost: \$ 7,481.00		\$ 7,481.00 both documents	
Combination Agreement/Grant Deed for the same lot (For the 3rd and subsequent review)	\$ 1,271.00		Collected By: Finance		Full Cost: \$ 1,271.00		\$ 1,271.00	
Document Recordation Fee	\$ Actual Cost	No	Charged By: Engineering/ LPD	Date: Res. No.: 08-7527 Res. Date: 6/10/2008	Objective: Recover Cost Prop 26 Exception: 1,2 Full Cost: Cost	Fee to recover direct costs for recording documents at the County Recorder.	\$ Actual Cost	
Review of Agreements & Easements	\$ 4,688.00 per document	Yes	Charged By: Engineering/ LPD	Date: 4/18/2023 R. No.: 23-9221 R. Date: 4/18/2023	Objective: Recover Cost Prop 26 Exception: 1,2 Full Cost: \$ 4,965.00		\$ 4,965.00 per document	5.9%
Review of Minor Agreements & Easements	\$ 2,869.00 per document	Yes	Collected By: Finance		Full Cost: \$ 3,037.00		\$ 3,037.00 per document	5.9%

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Review of Right of Entry Agreement onto City Property	\$	Yes	Charged By: Engineering/ LPD Collected By: Finance	Date: R. No.: R. Date:	Objective: Recover Cost Prop 26 Exception: 1,2 Full Cost: \$ 5,815.00		\$ 5,815.00 per agreement	New
Review of Permit to Enter Agreements onto City Property		Yes			Full Cost: \$ 5,815.00		\$ 5,815.00 per agreement	New
Outside 3rd Party Review or Inspection of Items within public ROW or City Easements	\$ Actual Cost with Initial Deposit	No	Charged By: Engineering/ LPD Collected By: Finance	Date: R. No.: R. Date:	Objective: Recover Cost Prop 26 Exception: 1,2 Full Cost: Cost		\$ Actual Cost with Initial Deposit	
Overtime Plan Check, Mapping Review, etc.	\$ Actual Cost with Initial Deposit	No	Charged By: Engineering/ LPD Collected By: Finance	Date: R. No.: R. Date:	Objective: Recover Cost Prop 26 Exception: 1,2 Full Cost: Cost		\$ Actual Cost with Initial Deposit	
Outside 3rd Party Review for Survey or Mapping	\$ Actual Cost with Initial Deposit	No	Charged By: Engineering/ LPD Collected By: Finance	Date: R. No.: R. Date:	Objective: Recover Cost Prop 26 Exception: 1,2 Full Cost: Cost		\$ Actual Cost with Initial Deposit	
Storm Drain Outlet Charge	\$ 8,886.60 per acre	Yes	Charged By: Engineering/ LPD Collected By: Finance	Date: 4/18/2023 R. No.: 23-9221 R. Date: 4/18/2023	Objective: Recover Cost Prop 26 Exception: 6 Full Cost: \$ 8,901.71	Adjust by Jan - Jan change in CCI See note 1	\$ 8,901.71 per acre	0.2%

CITY OF SANTA CLARA MUNICIPAL FEE SCHEDULE

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<u>Storm Outlet Charge</u> Institutional (allowed under certain conditions)	\$ 8,886.60 per acre	Yes	Charged By: Engineering/LPD Collected By: Finance	Date: 4/18/2023 R. No.: 23-9221 R. Date: 4/18/2023	Objective: Recover Cost Prop 26 Exception: 6 Full Cost: varies	Adjust by Jan - Jan change in CCI See note 1	\$ 8,901.71 per acre	0.2%
	\$ 2,944.71 per acre	Yes		\$ 2,949.72 per acre	0.2%			
<u>Sanitary Sewer Outlet Charge</u> Residential-Single Family (choose the greatest and add Conveyance Fee)	\$ 521.91 per unit	Yes	Charged By: Engineering/LPD Collected By: Finance	Date: 4/18/2023 R. No.: 23-9221 R. Date: 4/18/2023	Objective: Recover Cost Prop 26 Exception: 6 Full Cost: varies	Adjust by Jan - Jan change in CCI See note 1	\$ 522.79 per unit	0.2%
	\$ 1,962.30 per lot	Yes		\$ 1,965.63 per lot	0.2%			
	\$ 8,886.60 per acre	Yes		\$ 8,901.71 per acre	0.2%			
<u>Sanitary Sewer Outlet Charge</u> Trailer Parks & Mobile Homes (choose the greatest and add Conveyance Fee)	\$ 733.62 per lot	Yes	Charged By: Engineering/LPD Collected By: Finance	Date: 4/18/2023 R. No.: 23-9221 R. Date: 4/18/2023	Objective: Recover Cost Prop 26 Exception: 6 Full Cost: varies	Adjust by Jan - Jan change in CCI See note 1	\$ 734.87 per lot	0.2%
	\$ 8,886.60 per acre	Yes		\$ 8,901.71 per acre	0.2%			
<u>Sanitary Sewer Outlet Charge</u> Condo & Planned Unit Development (choose the greatest and add Conveyance Fee)	\$ 521.91 per unit	Yes	Charged By: Engineering/LPD Collected By: Finance	Date: 4/18/2023 R. No.: 23-9221 R. Date: 4/18/2023	Objective: Recover Cost Prop 26 Exception: 6 Full Cost: varies	Adjust by Jan - Jan change in CCI See note 1	\$ 522.79 per unit	0.2%
	\$ 8,886.60 per acre	Yes		\$ 8,901.71 per acre	0.2%			
<u>Sanitary Sewer Outlet Charge</u> Commercial & Industrial (choose the greatest and add Conveyance Fee)	\$ 1,962.30 per lot	Yes	Charged By: Engineering/LPD Collected By: Finance	Date: 4/18/2023 R. No.: 23-9221 R. Date: 4/18/2023	Objective: Recover Cost Prop 26 Exception: 6 Full Cost: varies	Adjust by Jan - Jan change in CCI See note 1	\$ 1,965.63 per lot	0.2%
	\$ 8,886.60 per acre	Yes		\$ 8,901.71 per acre	0.2%			

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Sanitary Sewer Outlet Charge - Conveyance Fee Residential	\$ 4,218.00 per dwelling unit	No	Charged By: Engineering/ LPD Collected By: Finance	Date: 5/8/2018 R. No.: 10-7741 R. Date: 6/15/2010	Objective: Recover Cost Prop 26 Exception: 6 Full Cost: \$ 4,850.00		\$ 4,218.00 per dwelling unit	
Accessory Dwelling Unit*	\$ 2,653.00	No		O. No.: 1968 O. Date: 8/22/2017	Full Cost: \$ 3,050.65	* See note 3 for accessory dwelling unit rate justification.	\$ 2,653.00	
Sanitary Sewer Outlet Charge - Conveyance Fee Non-residential	\$ 8.60 per gallon per day	No	Charged By: Engineering/ LPD Collected By: Finance	Date: 6/15/2010 R. No.: 10-7741 R. Date: 6/15/2010	Objective: Recover Cost Prop 26 Exception: 6 Full Cost: \$ 8.65		\$ 8.60 per gallon per day	
Sanitary Sewer Capacity Model Run Fee	\$ 9,529.00 for initial run time & material for subsequent model run	No	Charged By: Engineering/ LPD Collected By: Finance	Date: 4/18/2023 R. No.: 23-9221 R. Date: 4/18/2023	Objective: Recover Cost Prop 26 Exception: 6 Full Cost: \$ 9,529.26		\$ 9,529.00 for initial run time & material for subsequent model run	
Existing Improvements A. Street Improvements Residential Commercial Industrial	\$ 124.85 \$ 264.80 \$ 190.60 per front foot	No No No	Charged By: Engineering/ LPD Collected By: Finance	Date: 4/18/2023 R. No.: 23-9221 R. Date: 4/18/2023	Objective: Recover Cost Prop 26 Exception: 6 Full Cost: varies	Adjust by Jan - Jan change in CCI	\$ 125.06 \$ 265.25 \$ 190.92 per front foot	0.2% 0.2% 0.2%
Existing Improvement B. Street Curbing	\$ 45.54 per front foot	No	Charged By: Engineering/ LPD Collected By: Finance	Date: 4/18/2023 R. No.: 23-9221 R. Date: 4/18/2023	Objective: Recover Cost Prop 26 Exception: 6 Full Cost: varies	Adjust by Jan - Jan change in CCI See note 1	\$ 45.62 per front foot	0.2%

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Existing Improvement C. Sidewalk Improvements	\$ 18.17 per square foot	No	Charged By: Engineering/ LPD Collected By: Finance	Date: 4/18/2023 R. No.: 23-9221 R. Date: 4/18/2023	Objective: Recover Cost Prop 26 Exception: 6 Full Cost: varies	Adjust by Jan - Jan change in CCI See note 1	\$ 18.20 per square foot	0.2%
Existing Improvement (cont'd) D. Street Name Signs	\$ 0.31 per front foot	No	Charged By: Engineering/ LPD Collected By: Finance	Date: 4/18/2023 R. No.: 23-9221 R. Date: 4/18/2023	Objective: Recover Cost Prop 26 Exception: 6 Full Cost: varies	Adjust by Jan - Jan change in CCI See note 1	\$ 0.32 per front foot	0.2%
Existing Improvement (cont'd) E. Sanitary Sewers	\$ 45.41 per front foot	No	Charged By: Engineering/ LPD Collected By: Finance	Date: 4/18/2023 R. No.: 23-9221 R. Date: 4/18/2023	Objective: Recover Cost Prop 26 Exception: 6 Full Cost: varies	Adjust by Jan - Jan change in CCI See note 1	\$ 45.48 per front foot	0.2%
Existing Improvement (cont'd) F. Storm Drains	\$ 45.41 per front foot	No	Charged By: Engineering/ LPD Collected By: Finance	Date: 4/18/2023 R. No.: 23-9221 R. Date: 4/18/2023	Objective: Recover Cost Prop 26 Exception: 6 Full Cost: varies	Adjust by Jan - Jan change in CCI See note 1	\$ 45.48 per front foot	0.2%
Existing Improvement (cont'd) G. Right-of-way and/or Easements	\$ Use original cost per square foot	No	Charged By: Engineering/ LPD Collected By: Finance	Date: 6/29/1989 R. No.: R. Date:	Objective: Recover Cost Prop 26 Exception: 6 Full Cost: Cost	Original cost paid by the City will be charged. Each case is unique and will require research for its original cost.	\$ Use original cost per square foot	

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Recreation Tax (Bedroom) - <u>New Construction-Permit</u> First Bedroom	\$ 15.00	No	Charged By: Engineering/ LPD	Date: 8/5/1969 O. No.: 1216 O. Date: 8/5/1969	Objective: User Fee Prop 26 Exception: 6	See SCCC 3.15.020	\$ 15.00	
Each additional	\$ 5.00 per bedroom	No	Collected By: Finance		Full Cost:		\$ 5.00 per bedroom	
Recreation Tax (Bedroom) - <u>Additions</u> Each additional	\$ 5.00 per bedroom	No	Charged By: Engineering/ LPD Collected By: Finance	Date: 8/5/1969 O. No.: 1216 O. Date: 8/5/1969	Objective: User Fee Prop 26 Exception: 6 Full Cost:	See SCCC 3.15.020	\$ 5.00 per bedroom	
<u>Traffic Impact Fee pre 10/22/18</u> Office/R & D Industrial Warehousing, Utilities Communications Hotel-Motel	per square foot \$ 1.27 \$ 0.86 \$ 0.25 \$ 515.52 per room	No No No No	Charged By: Engineering/ LPD Collected By: Finance	Date: 4/18/2023 Res. No.: 23-9221 Res. Date: 4/18/2023	Objective: Impact Dev. Fee Prop 26 Exception: 6 Full Cost: Varies	Applicable to areas within the Traffic Impact Fee Area Map. Projects entitled before October 22, 2018 will pay this Traffic Impact Fee. See Note 1 See SCMC 17.15.330	per square foot \$ 1.27 \$ 0.86 \$ 0.25 \$ 516.39 per room	0.2%
<u>Traffic Impact Fee</u> Office/R & D Industrial Warehousing, Utilities Communications Retail Hotel-Motel Multi-Family Residential Single-Family Residential	per square foot \$ 1.74 \$ 0.96 \$ 0.28 \$ 5.80 \$ 913.73 per room \$ 670.05 per dwelling unit \$ 1,507.60 per dwelling unit	No No No No No	Charged By: Engineering/ LPD Collected By: Finance	Date: 4/18/2023 R. No.: 23-9221 R. Date: 4/18/2023	Objective: Impact Dev. Fee Prop 26 Exception: 6 Full Cost: Varies	Applicable citywide. Projects entitled on or after October 22, 2018 will pay this Traffic Impact Fee. Retail elements with total sq. ft. < 50,000 sf and any affordable housing units are exempt from paying this fee. See Note 1 See SCMC 17.15.330	per square foot \$ 1.75 \$ 0.96 \$ 0.28 \$ 5.81 \$ 915.28 per room \$ 671.19 per dwelling unit \$ 1,510.17 per dwelling unit	0.2% 0.2% 0.2% 0.2% 0.2%

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Tasman East Specific Plan Area Impact Fee Multi-Family Residential	\$ 8,145.98 per dwelling unit	No	Charged By: Engineering/ LPD Collected By: Finance	Date: 4/18/2023 R. No.: 23-9221 R. Date: 4/18/2023	Objective: Impact Dev. Fee Prop 26 Exception: 6 Full Cost: Varies	See Note 1	\$ 8,159.83 per dwelling unit	0.2%
Patrick Henry Drive Specific Plan Infrastructure Impact Fee Multi-Family Residential	\$ 10,431.70 per dwelling unit	No	Charged By: Engineering/ LPD Collected By: Finance	Date: 4/18/2023 R. No.: 23-9221 R. Date: 4/18/2023	Objective: Impact Dev. Fee Prop 26 Exception: 6 Full Cost: \$ 10,449.43 per dwelling unit	Not a New Fee Added to fee schedule for consolidation purposes. See Note 1	\$ 10,449.43 per dwelling unit	0.2%
Office	\$ 22.76 per square foot	No		O. No.: 2046 O. Date: 3/22/2022	Full Cost: \$ 22.80 per square foot		\$ 22.80 per square foot	0.2%
Oversize, Overweight Vehicles Fee Single	per vehicle \$ 16.00	No	Charged By: Engineering/ Traffic Collected By: Finance	Date: 6/7/2005 O. No.: O. Date:	Objective: User Fee Prop 26 Exception: 3 Full Cost: \$ 140.50	Statewide rate	per vehicle \$ 16.00	
Annual	\$ 90.00	No					\$ 90.00	
Traffic Flow Map - Mailed	\$ 45.00 each	No	Charged By: Engineering/ Traffic Collected By: Finance	Date: 4/18/2023 R. No.: 23-9221 R. Date: 4/18/2023	Objective: Recover Cost Prop 26 Exception: 1,2 Full Cost: \$ 46.83 Full Cost: \$ 23.42		\$ 46.00 each	2.2%
Traffic Flow Map - Not Mailed	\$ 22.00 each	No					\$ 23.00 each	4.5%

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Storage or Refuse Bins on City Street	\$ 157.00	No	Charged By: Engineering/ Traffic Collected By: Finance	Date: 4/18/2023 R. No.: 23-9221 R. Date: 4/18/2023	Objective: Recover Cost Prop 26 Exception: 1,2 Full Cost: \$ 281.00		\$ 162.00	3.2%
Temporary Sanitary Sewer Discharge	\$ 1,421.00	Yes	Charged By: Engineering/ LPD Collected By: Finance	Date: 4/18/2023 R. No.: 23-9221 R. Date: 4/18/2023	Objective: Recover Cost Prop 26 Exception: 1,2 Full Cost: \$ 1,469.00		\$ 1,469.00	3.4%
Building Permit Site Clearance Fee a) Minor b) Major	\$ 135.00 \$ 271.00	Yes	Charged By: Engineering/ LPD Collected By: Finance	Date: 4/18/2023 R. No.: 23-9221 R. Date: 4/18/2023	Objective: Recover Cost Prop 26 Exception: 1,2 Full Cost: \$ 140.50 Full Cost: \$ 281.00		\$ 140.00 \$ 280.00	3.7% 3.3%
Subdivision Committee Review: Tentative Map (4 or fewer lots)	\$ 1,615.00	Yes	Charged By: Engineering/ LPD Collected By: Finance	Date: 4/18/2023 R. No.: 23-9221 R. Date: 4/18/2023	Objective: Recover Cost Prop 26 Exception: 1,2 Full Cost: \$ 1,678.50		\$ 1,678.00	3.9%

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Subdivision Committee Review: Tentative Map (5 or more lots)	\$ 2,572.00	Yes	Charged By: Engineering/ LPD Collected By: Finance	Date: 4/18/2023 R. No.: 23-9221 R. Date: 4/18/2023	Objective: Recover Cost Prop 26 Exception: 1,2 Full Cost: \$ 2,631.00		\$ 2,631.00	2.3%
Subdivision Committee Review: Lot Line Adjustment	\$ 731.00	Yes	Charged By: Engineering/ LPD Collected By: Finance	Date: 4/18/2023 R. No.: 23-9221 R. Date: 4/18/2023	Objective: Recover Cost Prop 26 Exception: 1,2 Full Cost: \$ 761.00		\$ 761.00	4.1%
Project Clearance Committee Review: Preliminary application/Re-Zoning/ Architect Review	\$ 903.00	Yes	Charged By: Engineering/ LPD Collected By: Finance	Date: 4/18/2023 R. No.: 23-9221 R. Date: 4/18/2023	Objective: Recover Cost Prop 26 Exception: 1,2 Full Cost: \$ 944.00		\$ 944.00	4.5%
Project Clearance Committee Review: Use Permit/Variance	\$ 442.00	Yes	Charged By: Engineering/ LPD Collected By: Finance	Date: 4/18/2023 R. No.: 23-9221 R. Date: 4/18/2023	Objective: Recover Cost Prop 26 Exception: 1,2 Full Cost: \$ 460.50		\$ 460.00	4.1%

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Project Clearance Committee Review: CEQA - Initial Study Review	\$ 2,871.00	Yes	Charged By: Engineering/ LPD Collected By: Finance	Date: 4/18/2023 R. No.: 23-9221 R. Date: 4/18/2023	Objective: Recover Cost Prop 26 Exception: 1,2 Full Cost: \$ 2,885.00		\$ 2,885.00	0.5%
Project Clearance Committee Review: CEQA - EIR Review	\$ 4,742.00	Yes	Charged By: Engineering/ LPD Collected By: Finance	Date: 4/18/2023 R. No.: 23-9221 R. Date: 4/18/2023	Objective: Recover Cost Prop 26 Exception: 1,2 Full Cost: \$ 4,783.00		\$ 4,783.00	0.9%
Project Clearance Committee Review: Traffic Study Report Review (without EIR)	\$ 2,899.00	Yes	Charged By: Engineering/ LPD Collected By: Finance	Date: 4/18/2023 R. No.: 23-9221 R. Date: 4/18/2023	Objective: Recover Cost Prop 26 Exception: 1,2 Full Cost: \$ 2,916.50		\$ 2,916.00	0.6%
Cost Analysis for Development - CAD - Minor (accessory dwelling unit, single family home, and up to 4 residential units)	\$ 441.00	Yes	Charged By: Engineering/ LPD Collected By: Finance	Date: 4/18/2023 R. No.: 23-9221 R. Date: 4/18/2023	Objective: Recover Cost Prop 26 Exception: 1,2 Full Cost: \$ 458.75		\$ 458.00	3.9%

CITY OF SANTA CLARA MUNICIPAL FEE SCHEDULE

SUBMITTED BY DEPARTMENT / DIVISION:
PUBLIC WORKS / ENGINEERING/LPD; DESIGN; TRAFFIC

RESOLUTION NUMBER:

APPROVED:

DESCRIPTION OF FEE , RATE or CHARGE	CURRENT FEE and PERIOD	TECHNOLOGY FEE (3.37%) APPLIES (Yes or No)	CHARGING DEPT / DIV ----- COLLECTING DEPT / DIV	DATE FEE LAST CHANGED ORDINANCE NUMBER & DATE (if applicable)	FEE DETAIL OBJECTIVE PROP 26 EXCEPTION (SEE READER'S GUIDE) FULL COST FACTOR	COMMENTS	PROPOSED NEW OR REVISED FEE 2024-25	Percent Change
Cost Analysis for Development - CAD - Major	\$ 1,079.00	Yes	Charged By: Engineering/ LPD Collected By: Finance	Date: 4/18/2023 R. No.: 23-9221 R. Date: 4/18/2023	Objective: Recover Cost Prop 26 Exception: 1,2 Full Cost: \$ 1,120.25		\$ 1,120.00	3.8%
<u>Shared Mobility Permit and Impound Fees</u>			Charged By: Engineering	Date: 4/18/2023 R. No.: 23-9221	Objective: Recover Cost Prop 26 Exception: 2			
1) Application Fee (per Operator)	\$ 3,629.00	Yes	Collected By: Finance	R. Date: 4/18/2023	Full Cost: \$ 3,762.18	Adjust using general COL	\$ 3,762.00	3.7%
2) Annual Fee (per Operator)	\$ 28,694.00				Full Cost: \$ 29,747.07	Adjust using general COL	\$ 29,747.00	3.7%
3) Per Device Fee (excluding the first 60 devices)	\$ 73.00	Yes			Full Cost: \$ 75.68	Adjust using general COL	\$ 75.00	2.7%
4) Per Additional Device Fee (for authorized increases to the original number of permitted devices)	\$ 36.00				Full Cost: \$ 37.32	Adjust using general COL	\$ 37.00	2.8%
5) Impound Fee (per device)	\$ 330.00				Full Cost: \$ 330.56	Adjust using Jan - Jan CCI	\$ 330.00	

PUBLIC WORKS DEPARTMENT, ENGINEERING DIVISION
JUSTIFICATION FOR INCREASE IN FEES, RATES, AND CHARGES

NOTE 1: Fees, rates, and charges to recover costs for these types of fees/reimbursements for public improvements are proposed to be increased 0.17% above 2023/24 fees, rates, and charges, consistent with the percentage increase in the Construction Cost Index (January 2023 to January 2024) as published by the Engineering News-Record.

NOTE 2: Fees, rates, and charges to recover costs for Field Marking – Traffic Signal Engineering Services is equal to the Field Marking – Fiber which services are performed by the same Silicon Valley Power (SVP) field staff.

NOTE 3: City is required to charge a pro-rated sanitary sewer conveyance fee for accessory dwelling units per City Ordinance 1968. An accessory dwelling unit is equivalent to an apartment and will be charged a sanitary sewer conveyance fee equivalent to 62.9% of the sanitary sewer conveyance fee for a single-family home. This 62.9% is based on the ratio of an apartment daily average discharge of 154 gallons per day (gpd) over a single-family home daily average discharge of 245 gpd ($154 \text{ gpd}/245 \text{ gpd} = 0.629$).

CITY OF SANTA CLARA MUNICIPAL FEE SCHEDULE

SUBMITTED BY DEPARTMENT / DIVISION:
PUBLIC WORKS / STREET / STORM DRAIN DIVISION

RESOLUTION NUMBER:

APPROVED:

DESCRIPTION OF FEE, RATE OR CHARGE	CURRENT FEE and PERIOD	TECHNOLOGY FEE (3.37%) APPLIES (Yes or No)	CHARGING DEPT / DIV	DATE FEE LAST CHANGED	FEE DETAIL	COMMENTS	PROPOSED NEW OR REVISED FEE 2024-25	Percent Change
			COLLECTING DEPT / DIV	ORDINANCE NUMBER & DATE (if applicable)	OBJECTIVE PROP 26 EXCEPTION (SEE READER'S GUIDE) FULL COST FACTOR			
1. Active construction site inspections of projects over one (1) acre in size and high priority sites during wet season (Oct. - Apr.) as required by Provision C.6 of MRP	\$ 615.00	Yes	Charged By: Storm Drain Collected By: Storm Drain & Finance	Date: 4/18/2023 R. No.: 23-9221 R. Date: 4/18/2023	Objective: Recover Cost Prop 26 Exception: 1,2 Full Cost: \$ 646.61	MRP requires inspection of sites once a month during wet season. 7 inspections per year required if permit is open during wet season, plus reinspections as needed.	\$ 646.00	5.0%
2. Industrial/commercial facility stormwater inspections as required by Provision C.4 of MRP (Tier 1)	\$ 712.00	Yes	Charged By: Storm Drain Collected By: Storm Drain & Finance	Date: 4/18/2023 R. No.: 23-9221 R. Date: 4/18/2023	Objective: Recover Cost Prop 26 Exception: 1,2 Full Cost: \$ 744.44	Inspection frequency of businesses that have filed a Notice of Intent (NOI) is once per year as required by the Municipal Regional Stormwater NPDES Permit.	\$ 744.00	4.5%
3. Industrial/commercial facility stormwater inspections as required by Provision C.4 of MRP (Tier 2)	\$ 469.00	Yes	Charged By: Storm Drain Collected By: Storm Drain & Finance	Date: 4/18/2023 R. No.: 23-9221 R. Date: 4/18/2023	Objective: Recover Cost Prop 26 Exception: 1,2 Full Cost: \$ 499.86	Businesses that received a Notice of Violation during an industrial/commercial stormwater inspection the previous year are required to be inspected the following year.	\$ 499.00	6.4%
4. Operation & maintenance inspection of stormwater treatment systems installed on projects as required by Provision C.3 of MRP		Yes	Charged By: Storm Drain Collected By: Storm Drain & Finance	Date: 4/18/2023 R. No.: 23-9221 R. Date: 4/18/2023	Objective: Recover Cost Prop 26 Exception: 1,2 Full Cost: \$ 891.19 Full Cost: \$ 1,086.86 Full Cost: \$ 1,282.53	Operation & maintenance inspections required on annual basis to ensure the stormwater treatment systems are properly maintained.	\$ 891.00 \$ 1,086.00 \$ 1,282.00	3.8% 3.2% 2.9%
Tier 1: 1 - 25 Treatment Measures	\$ 858.00							
Tier 2: 26 - 50 Treatment Measures	\$ 1,052.00							
Tier 3: 50+ Treatment Measures	\$ 1,246.00							

CITY OF SANTA CLARA MUNICIPAL FEE SCHEDULE

SUBMITTED BY DEPARTMENT / DIVISION:
PUBLIC WORKS / STREET / STORM DRAIN DIVISION

RESOLUTION NUMBER:

APPROVED:

DESCRIPTION OF FEE , RATE OR CHARGE	CURRENT FEE and PERIOD	TECHNOLOGY FEE (3.37%) APPLIES (Yes or No)	CHARGING DEPT / DIV	DATE FEE LAST CHANGED	FEE DETAIL	COMMENTS	PROPOSED NEW OR REVISED FEE 2024-25	Percent Change
			----- COLLECTING DEPT / DIV	ORDINANCE NUMBER & DATE (if applicable)	OBJECTIVE PROP 26 EXCEPTION (SEE READER'S GUIDE) FULL COST FACTOR			
5. Operation & Maintenance Agreement Administration of permanent stormwater treatment systems installed on projects as required by Provision C.3 of MRP	\$ 852.00	Yes	Charged By: Storm Drain Collected By: Storm Drain & Finance	Date: 4/18/2023 R. No.: 23-9221 R. Date: 4/18/2023	Objective: Recover Cost Prop 26 Exception: 1,2 Full Cost: \$ 860.00		\$ 860.00	0.9%
6. Stormwater Management Planning Application Plan review as required by Provision C.3 of MRP	\$ 2,355.00	Yes	Charged By: Engineering/ LPD Collected By: Planning	Date: 4/18/2023 R. No.: 23-9221 R. Date: 4/18/2023	Objective: Recover Cost Prop 26 Exception: 1,2 Full Cost: \$ 3,510.00		\$ 3,510.00	49.0%
7. Stormwater Management Building Application Improvement plans review for stormwater management compliance with Provision C.3 of MRP	\$ 2,355.00	Yes	Charged By: Storm Drain Collected By: Building	Date: 4/18/2023 R. No.: 23-9221 R. Date: 4/18/2023	Objective: Recover Cost Prop 26 Exception: 1,2 Full Cost: \$ 3,510.00		\$ 3,510.00	49.0%
8. Private Land Drainage Area (PLDA) Program Inspection Fee	\$	Yes	Charged By: Storm Drain Collected By: Finance	Date: R. No.: R. Date:	Objective: Recover Cost Prop 26 Exception: 1,2 Full Cost: \$ 707.00		\$ 707.00	New

CITY OF SANTA CLARA MUNICIPAL FEE SCHEDULE

SUBMITTED BY DEPARTMENT / DIVISION:
PUBLIC WORKS / STREET / STORM DRAIN DIVISION

RESOLUTION NUMBER:

APPROVED:

DESCRIPTION OF FEE , RATE OR CHARGE	CURRENT FEE and PERIOD	TECHNOLOGY FEE (3.37%) APPLIES (Yes or No)	CHARGING DEPT / DIV ----- COLLECTING DEPT / DIV	DATE FEE LAST CHANGED	FEE DETAIL OBJECTIVE PROP 26 EXCEPTION (SEE READER'S GUIDE) FULL COST FACTOR	COMMENTS	PROPOSED NEW OR REVISED FEE 2024-25	Percent Change
				ORDINANCE NUMBER & DATE (if applicable)				
9. Storm Drain Medallion Fee	\$	Yes	Charged By: Storm Drain Collected By: Building	Date: R. No.: R. Date:	Objective: Recover Cost Prop 26 Exception: 1,2 Full Cost: \$ 26.09		\$ 26.00	New
10. Building Demolition Polychlorinated biphenyls (PCBs) Inspection Fee	\$	Yes	Charged By: Storm Drain Collected By: Finance	Date: R. No.: R. Date:	Objective: Recover Cost Prop 26 Exception: 1,2 Full Cost: \$ 647.36		\$ 647.00	New

CITY OF SANTA CLARA MUNICIPAL FEE SCHEDULE

SUBMITTED BY DEPARTMENT / DIVISION:

PUBLIC WORKS / STREET / STREET MAINTENANCE DIVISION

RESOLUTION NUMBER:

APPROVED:

DESCRIPTION OF FEE, RATE OR CHARGE	CURRENT FEE and PERIOD	TECHNOLOGY FEE (3.37%) APPLIES (Yes or No)	CHARGING DEPT / DIV ----- COLLECTING DEPT / DIV	DATE FEE LAST CHANGED	FEE DETAIL OBJECTIVE PROP 26 EXCEPTION (SEE READER'S GUIDE) FULL COST FACTOR	COMMENTS	PROPOSED NEW OR REVISED FEE 2024-25	Percent Change
				ORDINANCE NUMBER & DATE (if applicable)				
<u>Pavement Restoration Charge Up to 3" Thick Asphalt</u> 1. First 80 cubic feet 2. Each additional cubic foot	\$ 4,263.00 up to 80 sq. ft. \$ 41.00 per sq. ft.	Yes Yes	Charged By: Engineering Collected By: Engineering & Finance	Date: 4/18/2023 R. No.: 23-9221 R. Date: 4/18/2023	Objective: Recover Cost Prop 26 Exception: 1,2 Full Cost: \$ 4,306.25	Pavement restoration charges are applied on work associated with utility street opening encroachment permits associated with repair of existing infrastructure, not utility trench work consisting of installation of new main and lateral lines.	\$ 4,306.00 up to 80 sq. ft. \$ 41.00 per sq. ft.	1.0%
<u>Engineering Plan Review per sheet (Streets)</u> 1. First three (3) reviews 2. Fourth and subsequent review	\$ 176.00 \$ 39.00	Yes Yes	Charged By: Engineering Collected By: Engineering & Finance	Date: 4/18/2023 R. No.: 23-9221 R. Date: 4/18/2023	Objective: Recover Cost Prop 26 Exception: 1,2 Full Cost: \$ 177.75	Fee is applicable to trench repairs for City utilities street opening permits.	\$ 177.00 \$ 39.00	0.6%
<u>Concrete Removal/Replace Charge - Curb/Gutter</u> 1. Base 2. Per linear ft.	\$ 611.00 \$ 73.00	Yes Yes	Charged By: Engineering Collected By: Engineering & Finance	Date: 4/18/2023 R. No.: 23-9221 R. Date: 4/18/2023	Objective: Recover Cost Prop 26 Exception: 1,2 Full Cost: \$ 618.00	Fee is applicable to trench repairs for City utilities street opening permits. Completing multi-year phase-in to full cost recovery	\$ 618.00 \$ 73.00	1.1%

CITY OF SANTA CLARA MUNICIPAL FEE SCHEDULE

SUBMITTED BY DEPARTMENT / DIVISION:

PUBLIC WORKS / STREET / STREET MAINTENANCE DIVISION

RESOLUTION NUMBER:

APPROVED:

DESCRIPTION OF FEE, RATE OR CHARGE	CURRENT FEE and PERIOD	TECHNOLOGY FEE (3.37%) APPLIES (Yes or No)	CHARGING DEPT / DIV	DATE FEE LAST CHANGED	FEE DETAIL OBJECTIVE PROP 26 EXCEPTION (SEE READER'S GUIDE) FULL COST FACTOR	COMMENTS	PROPOSED NEW OR REVISED FEE 2024-25	Percent Change
			COLLECTING DEPT / DIV	ORDINANCE NUMBER & DATE (if applicable)				
<u>Concrete Removal/Replace Charge - Sidewalk</u>			Charged By: Engineering	Date: 4/18/2023	Objective: Recover Cost	Fee is applicable to trench repairs for City utilities street opening permits. Completing multi-year phase-in to full cost recovery	\$ 618.00	1.1%
1. Base	\$ 611.00	Yes	Collected By: Engineering & Finance	R. No.: 23-9221 R. Date: 4/18/2023	Prop 26 Exception: 1,2			
2. Per square ft.	\$ 19.00	Yes			Full Cost: \$ 618.00		\$ 19.00	
<u>Traffic Sign Fabrication</u>	\$ 946.00	Yes	Charged By: Engineering	Date: 4/18/2023	Objective: Recover Cost	Fee is for traffic sign fabrication.	\$ 954.00	0.8%
			Collected By: Engineering & Finance	R. No.: 23-9221 R. Date: 4/18/2023	Prop 26 Exception: 1,2			
					Full Cost: \$ 954.00			

CITY OF SANTA CLARA MUNICIPAL FEE SCHEDULE

SUBMITTED BY DEPARTMENT / DIVISION:

PUBLIC WORKS / STREET / PARKWAYS & BOULEVARDS

RESOLUTION NUMBER:

APPROVED:

DESCRIPTION OF FEE , RATE OR CHARGE	CURRENT FEE and PERIOD	TECHNOLOGY FEE (3.37%) APPLIES (Yes or No)	CHARGING DEPT / DIV	DATE FEE LAST CHANGED	FEE DETAIL OBJECTIVE PROP 26 EXCEPTION (SEE READER'S GUIDE) FULL COST FACTOR	COMMENTS	PROPOSED NEW OR REVISED FEE 2024-25	Percent Change
			----- COLLECTING DEPT / DIV	ORDINANCE NUMBER & DATE (if applicable)				
Street tree removal	\$ 235.00 per hour Plus contract cost to remove tree & stump as specified in the Comments Section are added to the Fee.	Yes	Charged By: Parkways & Boulevards Collected By: Finance	Date: 4/18/2023 R. No.: 23-9221 R. Date: 4/18/2023	Objective: Recover Cost Prop 26 Exception: 1,2 Full Cost: \$ 1,016.00	Contract Costs: 1-3" dbh: \$55 4-6" dbh: \$110 7-12" dbh: \$237 \$220 13-24" dbh: \$1,067 \$987.50 25-36" dbh: \$1,784 \$1,650 37-48" dbh: \$2,703 \$2,500 49" and above dbh: \$2,163 \$2,000	\$ 1,016.00 per tree per-hour Plus contract cost to remove tree & stump as specified in the Comments Section are added to the Fee.	varies
City tree planting Includes in-lieu tree planting for private development tree removals Street tree planting Property development	\$ 653.00 per tree	Yes	Charged By: Engineering Collected By: Finance	Date: 4/18/2023 R. No.: 23-9221 R. Date: 4/18/2023	Objective: Recover Cost Prop 26 Exception: 1,2,6 Full Cost: \$ 2,011.00	Includes tractor, auger, fertilizer, compost & stakes and 24" box tree with root barrier 15-gallon tree.	\$ 2,011.00 per tree	208.0%
<u>Parkways and Boulevards Plan Review</u>	\$ 524.00	Yes	Charged By: Engineering Collected By: Finance	Date: 4/18/2023 R. No.: 23-9221 R. Date: 4/18/2023	Objective: Recover Cost Prop 26 Exception: 2 Full Cost: \$ 585.00		\$ 585.00	11.6%

CITY OF SANTA CLARA MUNICIPAL FEE SCHEDULE

SUBMITTED BY DEPARTMENT / DIVISION:
PUBLIC WORKS / STREET / SOLID WASTE

RESOLUTION NUMBER:

APPROVED:

DESCRIPTION OF FEE, RATE OR CHARGE	CURRENT FEE and PERIOD	TECHNOLOGY FEE (3.37%) APPLIES (Yes or No)	CHARGING DEPT / DIV	DATE FEE LAST CHANGED	FEE DETAIL	COMMENTS	PROPOSED NEW OR REVISED FEE 2024-25	Percent Change
			----- COLLECTING DEPT / DIV	ORDINANCE NUMBER & DATE (if applicable)	OBJECTIVE PROP 26 EXCEPTION (SEE READER'S GUIDE) FULL COST FACTOR			
Non-exclusive franchise hauler application fee	\$ 1,441.00	No	Charged By: Solid Waste Collected By: Solid Waste & Finance	Date: 4/18/2023 R. No.: 23-9221 R. Date: 4/18/2023	Objective: User Fee Prop 26 Exception: 2 Full Cost: \$ 1,470.00	Haulers that want to charge for solid waste collection services at properties zoned for Industrial use have agreements approved by Council at a Public Hearing.	\$ 1,470.00	2.0%
Solid Waste Management Planning Application Plan review as required by City Municipal Code	\$ 1,309.00	Yes	Charged By: Solid Waste Collected By: Planning	Date: 4/18/2023 R. No.: 23-9221 R. Date: 4/18/2023	Objective: Recover Cost Prop 26 Exception: 1,2 Full Cost: \$ 1,850.00		\$ 1,850.00	41.3%
Solid Waste Management Building Permit Application Improvement plans review for solid waste management compliance with City's municipal codes	\$ 1,309.00	Yes	Charged By: Solid Waste Collected By: Building	Date: 4/18/2023 R. No.: 23-9221 R. Date: 4/18/2023	Objective: Recover Cost Prop 26 Exception: 1,2 Full Cost: \$ 1,850.00		\$ 1,850.00	41.3%

CITY OF SANTA CLARA MUNICIPAL FEE SCHEDULE

SUBMITTED BY DEPARTMENT / DIVISION:
PUBLIC WORKS / STREET / SOLID WASTE

RESOLUTION NUMBER:

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DESCRIPTION OF FEE, RATE OR CHARGE	CURRENT FEE and PERIOD	TECHNOLOGY FEE (3.37%) APPLIES (Yes or No)	CHARGING DEPT / DIV	DATE FEE LAST CHANGED	FEE DETAIL OBJECTIVE	COMMENTS	PROPOSED NEW OR REVISED FEE 2024-25	Percent Change
			----- COLLECTING DEPT / DIV	ORDINANCE NUMBER & DATE (if applicable)	PROP 26 EXCEPTION (SEE READER'S GUIDE) FULL COST FACTOR			
Construction & Demolition (C&D) waste management: Processing solid waste management and Green Halo reconciliation	\$ 319.00	Yes	Charged By: Solid Waste Collected By: Building	Date: 4/18/2023 R. No.: 23-9221 R. Date: 4/18/2023	Objective: Recover Cost Prop 26 Exception: 1,2 Full Cost: \$ 497.50		\$ 497.00	55.8%
Cleanup Campaign Debris Bag Fee	\$ varies	Yes	Charged By: Solid Waste Collected By: Finance	Date: R. No.: R. Date:	Objective: Recover Cost Prop 26 Exception: 1,2 Full Cost: \$ 35.20	Not a new fee, adding for clarification purposes.	\$ 35.00	

Municipal Fee Schedule



Water and Sewer Utilities

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CITY OF SANTA CLARA MUNICIPAL FEE SCHEDULE

SUBMITTED BY DEPARTMENT / DIVISION:
WATER & SEWER UTILITIES / WATER

RESOLUTION NUMBER:

APPROVED:

DESCRIPTION OF FEE , RATE OR CHARGE	CURRENT FEE and PERIOD	TECHNOLOGY FEE (3.37%) APPLIES (Yes or No)	CHARGING DEPT / DIV ----- COLLECTING DEPT / DIV	DATE FEE LAST CHANGED	FEE DETAIL OBJECTIVE PROP 26 EXCEPTION (SEE READER'S GUIDE) FULL COST FACTOR	COMMENTS	PROPOSED NEW OR REVISED FEE 2024-25	Percent Change
				ORDINANCE NUMBER & DATE (if applicable)				
New 1" water service	\$ 21,823.00	No	Charged By: Water Collected By: Engineering	Date: 4/18/2023 R. No.: 23-9221 R. Date: 4/18/2023	Objective: Recover Cost Prop 26 Exception: 2 Full Cost: \$ 23,171.94	Note: The cost of meters, backflows, Encroachment Permits, Soil Disposal, and Pavement Restoration not included.	\$ 23,171.00	6.2%
New 1" water service and abandon existing service SFR	\$ 26,392.00	No	Charged By: Water Collected By: Engineering	Date: 4/18/2023 R. No.: 23-9221 R. Date: 4/18/2023	Objective: Recover Cost Prop 26 Exception: 2 Full Cost: \$ 28,742.47	Note: The cost of meters, backflows, Encroachment Permits, Soil Disposal, and Pavement Restoration not included.	\$ 28,742.00	8.9%
New 2" water service	\$ 22,504.00	No	Charged By: Water Collected By: Engineering	Date: 4/18/2023 R. No.: 23-9221 R. Date: 4/18/2023	Objective: Recover Cost Prop 26 Exception: 2 Full Cost: \$ 26,041.94	Note: The cost of meters, backflows, Encroachment Permits, Soil Disposal, and Pavement Restoration not included.	\$ 26,041.00	15.7%
New 3" water service	\$ 47,237.00	No	Charged By: Water Collected By: Engineering	Date: 4/18/2023 R. No.: 23-9221 R. Date: 4/18/2023	Objective: Recover Cost Prop 26 Exception: 2 Full Cost: \$ 53,168.34	Note: The cost of meters, backflows, Encroachment Permits, Soil Disposal, and Pavement Restoration not included.	\$ 53,168.00	12.6%
New 4" water service	\$ 54,048.00	No	Charged By: Water Collected By: Engineering	Date: 4/18/2023 R. No.: 23-9221 R. Date: 4/18/2023	Objective: Recover Cost Prop 26 Exception: 2 Full Cost: \$ 56,682.32	Note: The cost of meters, backflows, Encroachment Permits, Soil Disposal, and Pavement Restoration not included.	\$ 56,682.00	4.9%

CITY OF SANTA CLARA MUNICIPAL FEE SCHEDULE

SUBMITTED BY DEPARTMENT / DIVISION:
WATER & SEWER UTILITIES / WATER

RESOLUTION NUMBER:

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DESCRIPTION OF FEE , RATE OR CHARGE	CURRENT FEE and PERIOD	TECHNOLOGY FEE (3.37%) APPLIES (Yes or No)	CHARGING DEPT / DIV ----- COLLECTING DEPT / DIV	DATE FEE LAST CHANGED	FEE DETAIL OBJECTIVE PROP 26 EXCEPTION (SEE READER'S GUIDE) FULL COST FACTOR	COMMENTS	PROPOSED NEW OR REVISED FEE 2024-25	Percent Change
				ORDINANCE NUMBER & DATE (if applicable)				
New 6" water service	\$ 54,336.00	No	Charged By: Water Collected By: Engineering	Date: 4/18/2023 R. No.: 23-9221 R. Date: 4/18/2023	Objective: Recover Cost Prop 26 Exception: 2 Full Cost: \$ 56,988.06	Note: The cost of meters, backflows, Encroachment Permits, Soil Disposal, and Pavement Restoration not included.	\$ 56,988.00	4.9%
New 8" water service	\$ 55,638.00	No	Charged By: Water Collected By: Engineering	Date: 4/18/2023 R. No.: 23-9221 R. Date: 4/18/2023	Objective: Recover Cost Prop 26 Exception: 2 Full Cost: \$ 58,372.26	Note: The cost of meters, backflows, Encroachment Permits, Soil Disposal, and Pavement Restoration not included.	\$ 58,372.00	4.9%
New 4" water service (Dual Meter Service)	\$ 59,417.00	No	Charged By: Water Collected By: Engineering	Date: 4/18/2023 R. No.: 23-9221 4/18/2023 R. Date:	Objective: Recover Cost Prop 26 Exception: 2 Full Cost: \$ 62,388.09	Note: The cost of meters, backflows, Encroachment Permits, Soil Disposal, and Pavement Restoration not included.	\$ 62,388.00	5.0%
New 6" water service (Dual Meter Service)	\$ 61,208.00	No	Charged By: Water Collected By: Engineering	Date: 4/18/2023 R. No.: 23-9221 4/18/2023 R. Date:	Objective: Recover Cost Prop 26 Exception: 2 Full Cost: \$ 64,291.50	Note: The cost of meters, backflows, Encroachment Permits, Soil Disposal, and Pavement Restoration not included.	\$ 64,291.00	5.0%
New 8" water service (Dual Meter Service)	\$ 65,504.00	No	Charged By: Water Collected By: Engineering	Date: 4/18/2023 R. No.: 23-9221 R. Date: 4/18/2023	Objective: Recover Cost Prop 26 Exception: 2 Full Cost: \$ 68,857.68	Note: The cost of meters, backflows, Encroachment Permits, Soil Disposal, and Pavement Restoration not included.	\$ 68,857.00	5.1%

CITY OF SANTA CLARA MUNICIPAL FEE SCHEDULE

**SUBMITTED BY DEPARTMENT / DIVISION:
WATER & SEWER UTILITIES / WATER**

RESOLUTION NUMBER:

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				ORDINANCE NUMBER & DATE (if applicable)				
New 1" Water Meter - Device Cost Only	\$ 212.00	No		Date: 4/18/2023 R. No.: 23-9221 R. Date: 4/18/2023	Objective: Recover Cost Prop 26 Exception: 2 Full Cost: \$ 225.70		\$ 225.00	6.1%
New 1" water meter and backflow preventer - device cost only	\$ 591.00	No	Charged By: Water Collected By: Engineering	Date: 4/18/2023 R. No.: 23-9221 R. Date: 4/18/2023	Objective: Recover Cost Prop 26 Exception: 2 Full Cost: \$ 628.17	Includes cost of meter and RP backflow prevention device. Fees for the meter or backflow can be assessed separately based on the discretion of the Water & Sewer Utilities.	\$ 628.00	6.3%
New 1½" water meter and backflow preventer - device cost only	\$ 1,618.00	No	Charged By: Water Collected By: Engineering	Date: 4/18/2023 R. No.: 23-9221 R. Date: 4/18/2023	Objective: Recover Cost Prop 26 Exception: 2 Full Cost: \$ 1,719.96	Includes cost of meter and RP backflow prevention device. Fees for the meter or backflow can be assessed separately based on the discretion of the Water & Sewer Utilities.	\$ 1,719.00	6.2%
New 2" water meter and backflow preventer - device cost only	\$ 1,955.00	No	Charged By: Water Collected By: Engineering	Date: 4/18/2023 R. No.: 23-9221 R. Date: 4/18/2023	Objective: Recover Cost Prop 26 Exception: 2 Full Cost: \$ 2,077.96	Includes cost of meter and RP backflow prevention device. Fees for the meter or backflow can be assessed separately based on the discretion of the Water & Sewer Utilities.	\$ 2,077.00	6.2%

CITY OF SANTA CLARA MUNICIPAL FEE SCHEDULE

SUBMITTED BY DEPARTMENT / DIVISION:
WATER & SEWER UTILITIES / WATER

RESOLUTION NUMBER:

APPROVED:

DESCRIPTION OF FEE , RATE OR CHARGE	CURRENT FEE and PERIOD	TECHNOLOGY FEE (3.37%) APPLIES (Yes or No)	CHARGING DEPT / DIV ----- COLLECTING DEPT / DIV	DATE FEE LAST CHANGED	FEE DETAIL OBJECTIVE PROP 26 EXCEPTION (SEE READER'S GUIDE) FULL COST FACTOR	COMMENTS	PROPOSED NEW OR REVISED FEE 2024-25	Percent Change
				ORDINANCE NUMBER & DATE (if applicable)				
New 3" water meter and backflow preventer - device cost only	\$ 4,934.00	No	Charged By: Water Collected By: Engineering	Date: 4/18/2023 R. No.: 23-9221 R. Date: 4/18/2023	Objective: Recover Cost Prop 26 Exception: 2 Full Cost: \$ 5,244.38	Includes cost of meter and RP backflow prevention device. Fees for the meter or backflow can be assessed separately based on the discretion of the Water & Sewer Utilities.	\$ 5,244.00	6.3%
New 4" water meter and backflow preventer - device cost only	\$ 6,514.00	No	Charged By: Water Collected By: Engineering	Date: 4/18/2023 R. No.: 23-9221 R. Date: 4/18/2023	Objective: Recover Cost Prop 26 Exception: 2 Full Cost: \$ 6,923.20	Includes cost of meter and RP backflow prevention device. Fees for the meter or backflow can be assessed separately based on the discretion of the Water & Sewer Utilities.	\$ 6,923.00	6.3%
New 6" water meter and backflow preventer - device cost only	\$ 13,531.00	No	Charged By: Water Collected By: Engineering	Date: 4/18/2023 R. No.: 23-9221 R. Date: 4/18/2023	Objective: Recover Cost Prop 26 Exception: 2 Full Cost: \$ 14,381.18	Includes cost of meter and RP backflow prevention device. Fees for the meter or backflow can be assessed separately based on the discretion of the Water & Sewer Utilities.	\$ 14,381.00	6.3%
New 8" water meter and backflow preventer - device cost only	\$ 18,795.00	No	Charged By: Water Collected By: Engineering	Date: 4/18/2023 R. No.: 23-9221 R. Date: 4/18/2023	Objective: Recover Cost Prop 26 Exception: 2 Full Cost: \$ 19,975.78	Includes cost of meter and RP backflow prevention device. Fees for the meter or backflow can be assessed separately based on the discretion of the Water & Sewer Utilities.	\$ 19,975.00	6.3%

CITY OF SANTA CLARA MUNICIPAL FEE SCHEDULE

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				ORDINANCE NUMBER & DATE (if applicable)				
New Fire hydrant	\$ 41,649.00	No	Charged By: Water Collected By: Engineering	Date: 4/18/2023 R. No.: 23-9221 R. Date: 4/18/2023	Objective: Recover Cost Prop 26 Exception: 2 Full Cost: \$ 43,750.08	For hydrant requested by property owner/developer.	\$ 43,750.00	5.0%
<u>New Fire Service</u> (Installation of fire service line)			Charged By: Water Collected By: Engineering	Date: 4/18/2023 R. No.: 23-9221 R. Date: 4/18/2023	Objective: Recover Cost Prop 26 Exception: 2 Full Cost: \$ 24,197.83	Cost for DCDA, RPDA, Encroachment Permit, Soil Disposal, and Pavement Restoration not included.	\$ 24,197.00	4.7%
2" fire service	\$ 23,101.00	No			\$ 55,881.82		\$ 55,881.00	4.9%
4" fire service	\$ 53,295.00	No			\$ 56,604.49		\$ 56,604.00	4.9%
6" fire service	\$ 53,975.00	No			\$ 57,592.88		\$ 57,592.00	4.9%
8" fire service	\$ 54,905.00	No			\$ 60,204.51		\$ 60,204.00	5.0%
10" fire service	\$ 57,362.00	No						
<u>Fire Service Upgrade</u> (Upgrade device to standard DCDA or RPDA)			Charged By: Water Collected By: Engineering	Date: 4/18/2023 R. No.: 23-9221 R. Date: 4/18/2023	Objective: Recover Cost Prop 26 Exception: 2 Full Cost: \$ 11,137.10	Cost for DCDA, RPDA, or Encroachment Permit not included.	\$ 11,137.00	4.6%
2" fire service	\$ 10,650.00	No			\$ 22,703.41		\$ 22,703.00	4.7%
4" fire service	\$ 21,689.00	No			\$ 22,889.08		\$ 22,889.00	4.7%
6" fire service	\$ 21,864.00	No			\$ 23,107.00		\$ 23,106.00	4.7%
8" fire service	\$ 22,069.00	No			\$ 24,046.47		\$ 24,046.00	4.8%
10" fire service	\$ 22,953.00	No						

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<u>Backflow Preventer - device cost only</u>			Charged By: Water	Date: 4/18/2023	Objective: Recover Cost				
2" DCDA	\$ 1,013.00	No		R. No.: 23-9221	Prop 26 Exception: 2	Full Cost: \$ 1,077.34		\$ 1,077.00	6.3%
4" DCDA	\$ 3,182.00	No	Collected By: Engineering	R. Date: 4/18/2023		Full Cost: \$ 3,382.11		\$ 3,382.00	6.3%
6" DCDA	\$ 4,758.00	No				Full Cost: \$ 5,057.59		\$ 5,057.00	6.3%
8" DCDA	\$ 8,852.00	No				Full Cost: \$ 9,408.08		\$ 9,408.00	6.3%
10" DCDA	\$ 12,734.00	No				Full Cost: \$ 13,533.99		\$ 13,533.00	6.3%
2" RPDA	\$ 1,013.00	No				Full Cost: \$ 1,077.34		\$ 1,077.00	6.3%
4" RPDA	\$ 4,361.00	No				Full Cost: \$ 4,635.11		\$ 4,635.00	6.3%
6" RPDA	\$ 6,828.00	No				Full Cost: \$ 7,257.85		\$ 7,257.00	6.3%
8" RPDA	\$ 13,003.00	No				Full Cost: \$ 13,819.72		\$ 13,819.00	6.3%
10" RPDA	\$ 17,154.00	No				Full Cost: \$ 18,232.47		\$ 18,232.00	6.3%
Field Fire Hydrant Flow Test	\$ 1,970.00	No	Charged By: Water	Date: 4/18/2023	Objective: Recover Cost			\$ 2,064.00	4.8%
				R. No.: 23-9221	Prop 26 Exception: 2				
			Collected By: Finance / Municipal Serv.	R. Date: 4/18/2023		Full Cost: \$ 2,064.66			
Portable hydrant meter and Deposit (Includes cost of RP backflow)	\$ 2,285.00	No	Charged By: Water	Date: 4/18/2023	Objective: Recover Cost		Deposit to ensure return of meter, or cover replacement if lost or	\$ 3,896.00	70.5%
				R. No.: 23-9221	Prop 26 Exception: 1,2		damaged. \$655 of the deposit is non-refundable.		
			Collected By: Finance / Municipal Serv.	R. Date: 4/18/2023		Full Cost: \$ 3,896.84			
Recycled hydrant meter and Deposit (Includes cost of RP backflow)	\$ 2,285.00	No	Charged By: Water	Date: 4/18/2023	Objective: Recover Cost		Deposit to ensure return of meter, or cover replacement if lost or	\$ 3,896.00	70.5%
				R. No.: 23-9221	Prop 26 Exception: 1,2		damaged. \$655 of the deposit is non-refundable.		
			Collected By: Finance / Municipal Serv.	R. Date: 4/18/2023		Full Cost: \$ 3,896.84			

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				ORDINANCE NUMBER & DATE (if applicable)				
Water meter test	\$ 500.00	No	Charged By: Water Collected By: Finance / Municipal Serv.	Date: 4/18/2023 R. No.: 23-9221 R. Date: 4/18/2023	Objective: Recover Cost Prop 26 Exception: 1,2 Full Cost: \$ 907.50	Non-routine testing of water meter when customer questions meter accuracy. Refundable if meter falls outside accepted range.	\$ 500.00	
<u>Utility Engineering Plan Review</u>				Date: 4/18/2023	Objective: Recover Cost			
Utility Engineering Plan Check for SFH Remodel (per plan set) - includes 3 checks	\$ 648.00		Charged By: Water	R. No.: 23-9221 R. Date: 4/18/2023	Prop 26 Exception: 3 Full Cost: \$ 664.92		\$ 664.00	2.5%
Utility Engineering Plan Check for Projects up to \$25K (per plan set) - includes 3 checks	\$ 1,116.00	No	Collected By: Engineering		Full Cost: \$ 1,179.42	Includes all projects with dry utility installation.	\$ 1,179.00	5.6%
Utility Engineering Plan Check for Projects over \$25K (per sheet) - includes 3 checks	\$ 2,698.00	No			Full Cost: \$ 2,850.92	Includes all projects with dry utility installation.	\$ 2,850.00	5.6%
Utility Engineering Plan Check (per plan set for Projects up to \$25K and per sheet for Projects over \$25K) - 4th and subsequent review	\$ 688.00	No			Full Cost: \$ 721.92	Includes all projects with dry utility installation.	\$ 721.00	4.8%
<u>Utility Engineering Inspection*</u>								
\$0-\$15K	\$ 602.00	No			Full Cost: \$ 627.50	*Use this fee for all SFH remodels	\$ 627.00	4.2%
\$15,001-\$25K-base + 13.73% of cost above \$15K	\$ 1,204.00	No			Full Cost: \$ 1,255.00		\$ 1,255.00	4.2%
\$25,001-\$50K-base + 11.87% of cost above \$25K	\$ 2,640.00	No			Full Cost: \$ 2,752.00		\$ 2,752.00	4.2%
\$50,001-\$100K-base + 2.22% of cost above \$50K	\$ 5,745.00	No			Full Cost: \$ 5,988.00		\$ 5,988.00	4.2%
\$101K-\$200K-base + 4.22% of cost above \$100K	\$ 6,906.00	No			Full Cost: \$ 7,198.00		\$ 7,198.00	4.2%
\$201K-\$500K-base + 3.03% of cost above \$200K	\$ 11,318.00	No			Full Cost: \$ 11,796.00		\$ 11,796.00	4.2%
\$501K-\$1M-base + 0.67% of cost above \$500K	\$ 20,840.00	No			Full Cost: \$ 21,718.00		\$ 21,718.00	4.2%
>\$1M; base	\$ 24,323.00	No			Full Cost: \$ 25,348.00		\$ 25,348.00	4.2%
>\$1M for each add'l \$500K or fraction thereof	\$ 7,486.00	No			Full Cost: \$ 7,803.00		\$ 7,803.00	4.2%

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				ORDINANCE NUMBER & DATE (if applicable)				
Water Efficiency Review		No	Charged By: Water Collected By: Finance	Date: 4/18/2023 R. No.: R. Date:	Objective: Recover Cost Prop 26 Exception: 1,2 Full Cost: \$ 244.00		\$ 244.00	New
Water Supply Assessment Preparation	\$ 14,122.00	No	Collected By: Finance	R. No.: 4/18/2023 R. Date: 23-9221	Prop 26 Exception: 6	Water Supply Assessment preparataion services rendered by the Water Utility.	\$ 14,900.00	5.5%
Supplemental Assessment Preparation	\$ 9,038.00	No			Full Cost: \$ 14,900.00 Full Cost: \$ 9,536.00	Required due to changes in project.	\$ 9,536.00	5.5%
Water reconnection fee - standard service reconnection	\$ 256.00 per account	No	Charged By: Water	Date: 4/18/2023 R. No.: 23-9221	Objective: Recover Cost Penalty		\$ 268.00 per account	4.7%
Water meter replacement/reconnection fee due to meter tampering/illegal access. Fee to fix meter plus two (2) times the estimated cost of services used	\$ 465.00 per account	No	Collected By: Finance / Municipal Serv.	R. Date: 4/18/2023	Prop 26 Exception: 1,2,5 Full Cost: \$ 415.98 Full Cost: \$ 657.44		\$ 488.00 per account Fee to fix meter plus two (2) times the estimated cost of services used	4.9%
Water service abandonment (2" and smaller)	\$ 9,792.00	No	Charged By: Water Collected By: Finance	Date: 4/18/2023 R. No.: 23-9221 R. Date: 4/18/2023	Objective: Recover Cost Prop 26 Exception: 1,2 Full Cost: \$ 10,236.04	Note: The cost of Encroachment Permit, Soil Disposal, and Pavement Restoration not included.	\$ 10,236.00	4.5%

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Water service abandonment (3" and larger)	\$ 20,906.00	No	Charged By: Water Collected By: Finance	Date: 4/18/2023 R. No.: 23-9221 R. Date: 4/18/2023	Objective: Recover Cost Prop 26 Exception: 1,2 Full Cost: \$ 21,881.39	Note: The cost of Encroachment Permit, Soil Disposal, and Pavement Restoration not included.	\$ 21,881.00	4.7%
Water service relocation	\$ 7,456.00	No	Charged By: Water Collected By: Finance	Date: 4/18/2023 R. No.: 23-9221 R. Date: 4/18/2023	Objective: Recover Cost Prop 26 Exception: 1,2 Full Cost: \$ 7,828.00	For service relocation of no more than 4 feet from the existing location. Note: The cost of Encroachment Permit, Soil Disposal, and Pavement Restoration not included.	\$ 7,828.00	5.0%
Field Marking - Water Up to 50 ft. of excavation	\$ 285.00	No	Charged By: Water	Date: 4/18/2023 R. No.: 23-9221	Objective: Recover Cost Prop 26 Exception: 2 Full Cost: \$ 297.75		\$ 297.00	4.2%
Over 50 ft. - each additional 50 ft. or fraction thereof of excavation	\$ 116.00	No	Collected By: Finance	R. Date: 4/18/2023	Full Cost: \$ 121.00		\$ 121.00	4.3%
Field Marking - Recycled Water Up to 50 ft. of excavation	\$ 285.00	No	Charged By: Water	Date: 4/18/2023 R. No.: 23-9221	Objective: Recover Cost Prop 26 Exception: 2 Full Cost: \$ 297.75		\$ 297.00	4.2%
Over 50 ft. - each additional 50 ft. or fraction thereof of excavation	\$ 116.00	No	Collected By: Finance	R. Date: 4/18/2023	Full Cost: \$ 121.00		\$ 121.00	4.3%
Water and Fire Service Tap (2" and smaller)	\$ 1,110.00	No	Charged By: Water Collected By: Finance	Date: 4/18/2023 R. No.: 23-9221 R. Date: 4/18/2023	Objective: Recover Cost Prop 26 Exception: 2 Full Cost: \$ 1,161.81	Includes installation and inspection of water main tap only.	\$ 1,161.00	4.6%

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				ORDINANCE NUMBER & DATE (if applicable)				
Water and Fire Service Tap (4", 6", and 8")	\$ 1,242.00	No	Charged By: Water Collected By: Finance	Date: 4/18/2023 R. No.: 23-9221 R. Date: 4/18/2023	Objective: Recover Cost Prop 26 Exception: 2 Full Cost: \$ 1,300.79	Includes installation and inspection of water main tap only.	\$ 1,300.00	4.7%
Water and Fire Service Tap (10" and 12")	\$ 1,661.00	No		Date: 4/18/2023 R. No.: 23-9221 R. Date: 4/18/2023	Objective: Recover Cost Prop 26 Exception: 2 Full Cost: \$ 1,745.51	Includes installation and inspection of water main tap only.	\$ 1,745.00	5.1%
<u>Insertion Valve Installation</u>			Charged By: Water Collected By: Engineering	Date: 4/18/2023 R. No.: 23-9221 R. Date: 4/18/2023	Objective: Recover Cost Prop 26 Exception: 2 Full Cost: \$ 16,051.94 Full Cost: \$ 16,938.04 Full Cost: \$ 17,714.08 Full Cost: \$ 21,190.69 Full Cost: \$ 22,902.87	Includes installation and inspection of valve only.		
4" Valve	\$ 15,275.00	No					\$ 16,051.00	5.1%
6" Valve	\$ 16,108.00	No					\$ 16,938.00	5.2%
8" Valve	\$ 16,839.00	No					\$ 17,714.00	5.2%
10" Valve	\$ 20,110.00	No					\$ 21,190.00	5.4%
12" Valve	\$ 21,721.00	No					\$ 22,902.00	5.4%
<u>Insertion Valve Installation</u>					Objective: Recover Cost Prop 26 Exception: 2 Full Cost: \$ 27,991.68 Full Cost: \$ 28,877.79 R. No.: 23-9221 Full Cost: \$ 29,653.83 R. Date: 4/18/2023 Full Cost: \$ 33,130.44 Full Cost: \$ 34,842.62	Note: The cost of Encroachment Permit, Soil Disposal, and Pavement Restoration not included.		
4" Valve (excavation included)	\$ 26,675.00	No		Date: 4/18/2023			\$ 27,991.00	4.9%
6" Valve (excavation included)	\$ 27,509.00	No					\$ 28,877.00	5.0%
8" Valve (excavation included)	\$ 28,239.00	No		R. No.: 23-9221			\$ 29,653.00	5.0%
10" Valve (excavation included)	\$ 31,510.00	No		R. Date: 4/18/2023			\$ 33,130.00	5.1%
12" Valve (excavation included)	\$ 33,121.00	No					\$ 34,842.00	5.2%

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Project Clearance Committee - Utility Engineering/ Subcommittee Review	\$ 1,309.00	No	Charged By: Water Collected By: Finance	Date: 4/18/2023 R. No.: 23-9221 R. Date: 4/18/2023	Objective: Recover Cost Prop 26 Exception: 2 Full Cost: \$ 1,390.50		\$ 1,390.00	6.2%
Hold Harmless Agreement	\$ 1,010.00	No	Charged By: Water Collected By: Finance	Date: 4/18/2023 R. No.: 23-9221 R. Date: 4/18/2023	Objective: Recover Cost Prop 26 Exception: 2 Full Cost: \$ 1,040.00		\$ 1,040.00	3.0%
<u>Fire Flow (Hydraulic Model)</u> Single Family Homes (SFH) Others, Excluding SFH	\$ 1,003.00 \$ 2,229.00	No No	Charged By: Water Collected By: Finance	Date: 4/18/2023 R. No.: 23-9221 R. Date: 4/18/2023	Objective: Recover Cost Prop 26 Exception: 2 Full Cost: \$ 1,056.69 Full Cost: \$ 2,364.83		\$ 1,056.00 \$ 2,364.00	5.3% 6.1%
Development Impact Analysis	\$ 2,911.00	No	Charged By: Water Collected By: Finance	Date: 4/18/2023 R. No.: 23-9221 R. Date: 4/18/2023	Objective: Recover Cost Prop 26 Exception: 6 Full Cost: \$ 3,094.83	This is a hydraulic modeling fee for new development.	\$ 3,094.00	6.3%

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<u>Water Service Upgrade of Existing Service excluding Device Cost</u>			Charged By: Water	Date: 4/18/2023	Objective: Recover Cost	Note: The cost of meters, backflows, Encroachment Permit, Soil Disposal, and Pavement Restoration not included.		
5/8" x 3/4" water services and backflow preventer	\$ 10,613.00	No	Collected By: Finance	R. No.: 23-9221 R. Date: 4/18/2023	Prop 26 Exception: 2 Full Cost: \$ 11,098.18		\$ 11,098.00	4.6%
1" water service and backflow preventer	\$ 10,613.00	No			Full Cost: \$ 11,098.18		\$ 11,098.00	4.6%
1-1/2" water service and backflow preventer	\$ 10,649.00	No			Full Cost: \$ 11,135.98		\$ 11,135.00	4.6%
2" water service and backflow preventer	\$ 10,649.00	No			Full Cost: \$ 11,135.98		\$ 11,135.00	4.6%
3" water service and backflow preventer	\$ 10,999.00	No			Full Cost: \$ 11,508.44		\$ 11,508.00	4.6%

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Sewer lateral cleanout 4 inch lateral	\$ 2,308.00	No	Charged By: Sewer Collected By: Finance	Date: 4/18/2023 R. No.: 23-9221 R. Date: 4/18/2023	Objective: Recover Cost Prop 26 Exception: 1,2 Full Cost: \$ 11,247.72	When no cleanout exists, it is necessary that one be installed in order for City to have access to sewer lateral for courtesy maintenance. Cleanout box is included.	\$ 2,423.00	5.0%
Sewer lateral cleanout 6 inch lateral or larger	\$ 11,426.00	No	Charged By: Sewer Collected By: Finance	Date: 4/18/2023 R. No.: 23-9221 R. Date: 4/18/2023	Objective: Recover Cost Prop 26 Exception: 1,2 Full Cost: \$ 11,429.83	When no cleanout exists, it is necessary that one be installed in order for City to have access to sewer lateral for courtesy maintenance. Cleanout box is included.	\$ 11,429.00	0.0%
Cleanout box only	\$ 360.00	No	Charged By: Sewer Collected By: Finance	Date: 4/18/2023 R. No.: 23-9221 R. Date: 4/18/2023	Objective: Recover Cost Prop 26 Exception: 1,2 Full Cost: \$ 1,033.41		\$ 378.00	5.0%
4" sewer lateral installation	\$ 42,307.00	No	Charged By: Sewer Collected By: Engineering	Date: 4/18/2023 R. No.: 23-9221 R. Date: 4/18/2023	Objective: Recover Cost Prop 26 Exception: 2 Full Cost: \$ 44,123.20	Note: The cost of Encroachment Permit, Soil Disposal, and Pavement Restoration not included. No cleanout or box cost included.	\$ 44,123.00	4.3%

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DESCRIPTION OF FEE , RATE OR CHARGE	CURRENT FEE and PERIOD	TECHNOLOGY FEE (3.37%) APPLIES (Yes or No)	CHARGING DEPT / DIV ----- COLLECTING DEPT / DIV	DATE FEE LAST CHANGED	FEE DETAIL OBJECTIVE PROP 26 EXCEPTION (SEE READER'S GUIDE) FULL COST FACTOR	COMMENTS	PROPOSED NEW OR REVISED FEE 2024-25	Percent Change
				ORDINANCE NUMBER & DATE (if applicable)				
6" sewer lateral installation	\$ 42,307.00	No	Charged By: Sewer Collected By: Engineering	Date: 4/18/2023 R. No.: 23-9221 R. Date: 4/18/2023	Objective: Recover Cost Prop 26 Exception: 2 Full Cost: \$ 44,123.20	Note: The cost of Encroachment Permit, Soil Disposal, and Pavement Restoration not included. No cleanout or box cost included.	\$ 44,123.00	4.3%
8" sewer lateral installation	\$ 42,307.00	No	Charged By: Sewer Collected By: Engineering	Date: 4/18/2023 R. No.: 23-9221 R. Date: 4/18/2023	Objective: Recover Cost Prop 26 Exception: 2 Full Cost: \$ 44,123.20	Note: The cost of Encroachment Permit, Soil Disposal, and Pavement Restoration not included. No cleanout or box cost included.	\$ 44,123.00	4.3%
Sewer lateral video inspection	\$ 484.00	No	Charged By: Sewer Collected By: Finance	Date: 4/18/2023 R. No.: 23-9221 R. Date: 4/18/2023	Objective: Recover Cost Prop 26 Exception: 2 Full Cost: \$ 1,002.00	Video inspection of existing lateral to determine that its replacement is not required as a condition of redevelopment.	\$ 508.00	5.0%
<u>Encroachment Permit:</u> <u>Field Marking-Sanitary Sewer</u> Up to 50 ft. of excavation	\$ 285.00	No	Charged By: Engineering/ LPD	Date: 4/18/2023 R. No.: 23-9221 R. Date: 4/18/2023	Objective: Recover Cost Prop 26 Exception: 1,2,3	See Article 2 of Chapter 3.1 of Div. 5 of Title 1 of the Government Code.	\$ 297.00	4.2%
Over 50 ft. - each additional 50 ft. or fraction thereof of excavation	\$ 285.00 plus 116.00	No	Collected By: Finance		Full Cost: \$ 297.75 Full Cost: \$ 121.00		\$ 297.00 plus 121.00	4.2%
	each add'l 50 ft or fraction thereof	No					\$ 121.00 each add'l 50 ft or fraction thereof	4.3%

CITY OF SANTA CLARA MUNICIPAL FEE SCHEDULE

SUBMITTED BY DEPARTMENT / DIVISION:
WATER & SEWER UTILITIES / SEWER

RESOLUTION NUMBER:

APPROVED:

DESCRIPTION OF FEE , RATE OR CHARGE	CURRENT FEE and PERIOD	TECHNOLOGY FEE (3.37%) APPLIES (Yes or No)	CHARGING DEPT / DIV	DATE FEE LAST CHANGED	FEE DETAIL OBJECTIVE PROP 26 EXCEPTION (SEE READER'S GUIDE) FULL COST FACTOR	COMMENTS	PROPOSED NEW OR REVISED FEE 2024-25	Percent Change
			----- COLLECTING DEPT / DIV	ORDINANCE NUMBER & DATE (if applicable)				
<u>Fats, Oil and Grease (FOG)</u> FOG Plan Review and Inspection Fee (Building Permits)	\$ 2,611.00	No	Charged By: Building Division Collected By: Building Division	Date: 4/18/2023 R. No.: 23-9221 R. Date: 4/18/2023	Objective: Recover Cost Prop 26 Exception: 1,2,3 Full Cost: \$ - Full Cost: \$ 2,724.00	For new building permit applicants Combine plan review and permit into one fee	\$ 2,724.00	4.3%
Short Term Wastewater Discharge Permit <u>Temporary Wastewater Discharge Permit</u> (\$5.29/HCF or \$7.07/1000 gal)	(\$5.29/HCF or \$7.07/1000 gal)	No	Charged By: Collected By:	Date: 4/18/2023 R. No.: 23-9221 R. Date: 4/18/2023	Objective: Recover Cost Prop 26 Exception: 1,2,3 Full Cost: \$ 460.00	Use per HCF / per 1,000 gal of structure discharge and a \$460 processing fee.	\$ 460.00 + (\$5.29/HCF or \$7.07/1000 gal)	
<u>Wastewater Treatment Plant Capacity Fee</u> Residential Dwelling Unit Accessory Dwelling Unit	\$ 1,187.00 per dwelling unit \$ 747.00 per accessory dwelling unit	No	Charged By: Engineering/ LPD Collected By: Finance	Date: 5/8/2018 O. No.: O. Date: O. No.: 1968 O. Date: 8/22/2017	Objective: Recover Cost Prop 26 Exception: 2 Full Cost: \$ 2,380.95	Accessory Dwelling Unit Charge per City Ordinance 1968 passed by Council on 8/22/2017.	\$ 1,187.00 per dwelling unit \$ 747.00 per accessory dwelling unit	
<u>Wastewater Treatment Plant Capacity Fee</u> Non-residential	\$ 4.47 per gallon per day	No	Charged By: Engineering/ LPD Collected By: Finance	Date: 4/18/2017 O. No.: O. Date:	Objective: Recover Cost Prop 26 Exception: 6 Full Cost: \$ 10.16		\$ 4.47 per gallon per day	

CITY OF SANTA CLARA MUNICIPAL FEE SCHEDULE

SUBMITTED BY DEPARTMENT / DIVISION:
WATER & SEWER UTILITIES /SOLAR

RESOLUTION NUMBER:

APPROVED:

DESCRIPTION OF FEE, RATE OR CHARGE	CURRENT FEE and PERIOD	TECHNOLOGY FEE (3.37%) APPLIES (Yes or No)	CHARGING DEPT / DIV ----- COLLECTING DEPT / DIV	DATE FEE LAST CHANGED	FEE DETAIL OBJECTIVE PROP 26 EXCEPTION (SEE READER'S GUIDE) FULL COST FACTOR	COMMENTS	PROPOSED NEW OR REVISED FEE 2024-25	Percent Change
				ORDINANCE NUMBER & DATE (if applicable)				
Solar pool heating system Installation Fee	\$ 5,071.00 plus	No	Charged By: Water/Solar	Date: 4/18/2023	Objective: Recover Cost	Costs are recovered through the combination of installation fees and monthly service charges, and recoverable system components.	\$ 5,324.00 plus	5.0%
	\$ 295.00 per panel	No	Collected By: Finance	R. No.: 23-9221 R. Date: 4/18/2023	Prop 26 Exception: N/A Full Cost: \$ 16,752.00 Full Cost: \$ 1,047.00			
Solar domestic hot water system installation fee Single-family fee	\$ Actual Cost	No	Charged By: Water/Solar	Date: 6/9/2009	Objective: Recover Cost	Costs are recovered through the combination of installation fees and monthly service charges, and recoverable system components.	\$ Actual Cost	
			Collected By: Finance	R. No.: R. Date:	Prop 26 Exception: N/A Full Cost: Actual Cost			
Solar domestic hot water system installation fee Multi-family fee	\$ Actual Cost	No	Charged By: Water/Solar	Date: 3/14/1985	Objective: Recover Cost	Installation fees based on cost of labor and permanently-installed materials. Example for system to serve 10 dwelling units. Remaining costs recovered by monthly service charges.	\$ Actual Cost	
			Collected By: Finance	R. No.: R. Date:	Prop 26 Exception: N/A Full Cost: Actual Cost			

CITY OF SANTA CLARA MUNICIPAL FEE SCHEDULE

SUBMITTED BY DEPARTMENT / DIVISION:
WATER & SEWER UTILITIES /SOLAR

RESOLUTION NUMBER:

APPROVED:

DESCRIPTION OF FEE, RATE OR CHARGE	CURRENT FEE and PERIOD	TECHNOLOGY FEE (3.37%) APPLIES (Yes or No)	CHARGING DEPT / DIV	DATE FEE LAST CHANGED	FEE DETAIL		COMMENTS	PROPOSED NEW OR REVISED FEE 2024-25	Percent Change
			----- COLLECTING DEPT / DIV	ORDINANCE NUMBER & DATE (if applicable)	OBJECTIVE	PROP 26 EXCEPTION (SEE READER'S GUIDE)			
Solar domestic hot water system panel removal and replacement fee	\$ 594.00 per panel	No	Charged By: Water/Solar Collected By: Finance	Date: 4/18/2023 R. No.: 23-9221 R. Date: 4/18/2023	Objective: Recover Cost Prop 26 Exception: N/A Full Cost: \$ 3,760.00		Costs are recovered through the combination of installation fees and monthly service charges, and recoverable system components.	\$ 623.00 per panel	4.9%
Solar pool heating system system panel removal and replacement fee	\$ 360.00 per panel	No	Charged By: Water/Solar Collected By: Finance	Date: 4/18/2023 R. No.: 23-9221 R. Date: 4/18/2023	Objective: Recover Cost Prop 26 Exception: N/A Full Cost: \$ 3,760.00		Costs are recovered through the combination of installation fees and monthly service charges, and recoverable system components.	\$ 378.00 per panel	5.0%

(Note: "N/A" here signifies the fee, rate, or charge is not a fee imposed exclusively by local government.)

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Municipal Fee Schedule



Alphabetical Listing by Fee

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CITY OF SANTA CLARA MUNICIPAL FEE SCHEDULE

Alphabetical Listing by Fee

<u>Fee</u>	<u>Section</u>	<u>Page No.</u>
2-Way Elevator Permit	Fire	7 - 24
10-Day Letter for House Meter	Finance	6 - 5
ABC Review Verification	Community Development	4 - 35
Aboveground Petroleum Storage Tank Program	Fire	7 - 58
Access Control and Traffic Calming	Fire	7 - 20
Access Controlled Egress	Fire	7 - 25
Active Construction Site Inspections of Projects	Street	11 - 19
Additional Temporary Tent, Canopy or Air Supported Structure	Fire	7 - 22
Addressing	Community Development	4 - 14
Administrative Citations	Fire	7 - 52
Affordable Housing Application	Community Development	4 - 22
Affordable Housing Application (BMP)	Community Development	4 - 24
AHA Affordable Housing Agreement	Community Development	4 - 21
Alarm Permit	Police	10 - 1
Alternate Materials and Methods Review (per hour)	Community Development	4 - 13
Alternate Materials and Methods Review	Fire	7 - 6
Ambulance Transport Fees	Fire	7 - 61
Amended Final Map Checking	Engineering	11 - 2
Amended Parcel Map and Record of Survey Checking	Engineering	11 - 1
Amplified Music Permit	Parks and Recreation	9 - 21
Amplified Music Permit	Finance	6 - 3
Animal Control - Adoption	Police	10 - 15
Animal Control - Animal Surrender	Police	10 - 16
Animal Control - License	Police	10 - 14
Animal Control - Other Fees	Police	10 - 16
Animal Control - Shelter Services	Police	10 - 15
Animal Control - Trap	Police	10 - 16
Annexation of Territory to City of Santa Clara	Community Development	4 - 30
Appeals	Community Development	4 - 30
Application Extension	Community Development	4 - 13
Architectural Review	Community Development	4 - 31
Assessment District Reapportionment	Engineering	11 - 2
Automatic Fire Extinguishing Systems	Fire	7 - 6

CITY OF SANTA CLARA MUNICIPAL FEE SCHEDULE

Alphabetical Listing by Fee

<u>Fee</u>	<u>Section</u>	<u>Page No.</u>
Automatic Fire Protection System for Spray Booths	Fire	7 - 24
Automatic Fire Sprinkler Systems - Existing	Fire	7 - 7
Automatic Fire Sprinkler Systems - New	Fire	7 - 6
Automatic Fire Sprinkler Systems - Residential 13D	Fire	7 - 23
Backflow Preventer - Device Cost Only	Water and Sewer Utilities	12 - 6
Backflow Preventer Replacement	Fire	7 - 16
Bathroom Remodel	Community Development	4 - 16
Below Market Purchase Processing and Transaction Fee	Community Development	4 - 24
Billing Service Charge for Late Payment	Finance	6 - 4
Bingo Organization	Police	10 - 1
Black Line Print of Plans on File	Engineering	11 - 6
Block Party Request	Finance	6 - 3
Borrowing Materials from Other Libraries (Interlibrary Loan)	Library	8 - 2
Building Conformance Fee	Community Development	4 - 2
Building Demolition Polychlorinated biphenyls (PCBs) Inspection	Street	11 - 21
Building Permit Site Clearance	Engineering	11 - 14
Building Plans	Fire	7 - 9
Burial Materials Processing	Parks and Recreation	9 - 13
Burial Permit Filing	Parks and Recreation	9 - 7
Business Certificate Information	Finance	6 - 2
Business Tax Certificate	Finance	6 - 1
Business Tax Rental Unit Surcharge	Finance	6 - 2
CAD Report for Legal Purposes	Police	10 - 1
California Accidental Release Program (CALARP)	Fire	7 - 55
Carbon Dioxide Beverage Dispensing System	Fire	7 - 27
Carnivals and Fairs	Fire	7 - 9
Casket	Parks and Recreation	9 - 2
Casket Burial	Parks and Recreation	9 - 1
CD for Legal Purposes	Police	10 - 1
CD/DVD Materials	Citywide	1 - 1
Central Park - Picnic Area	Parks and Recreation	9 - 17
Certificate of Compliance	Community Development	4 - 33
Certificate of Compliance Processing	Engineering	11 - 2

CITY OF SANTA CLARA MUNICIPAL FEE SCHEDULE

Alphabetical Listing by Fee

<u>Fee</u>	<u>Section</u>	<u>Page No.</u>
Certificate of Correction Processing	Engineering	11 - 2
Change of Name, Address or Business Type as Shown on Current Certificate	Finance	6 - 2
Change to Approved Projects	Community Development	4 - 35
Chapel Rental	Parks and Recreation	9 - 9
Citation Sign Off	Police	10 - 2
City Flag	Finance	6 - 3
City Plaza Park Gazebo	Parks and Recreation	9 - 17
City to Repurchase Interment Rights	Parks and Recreation	9 - 7
Cleanout Box Only	Water and Sewer Utilities	12 - 13
Clean-Up Campaign Debris Bag	Street	11 - 26
Clearance Letter	Police	10 - 2
Closing Out Sale	Police	10 - 2
Closure of an Onsite Hazardous Waste Treatment System	Fire	7 - 9
Code Enforcement Re-Inspection	Community Development	4 - 37
Collection Agency Fee	Library	8 - 2
Color Photographs	Police	10 - 2
Combination Agreement/Grant Deed for the Same Lot	Engineering	11 - 7
Combustible and Flammable Materials	Fire	7 - 43
Commercial Day Care (E3)	Fire	7 - 47
Commercial/Multi-Family/Industrial Scaled Permit	Community Development	4 - 18
Community Development Department Referrals	Fire	7 - 19
Community Garden Space Membership	Parks and Recreation	9 - 23
Community Recreation Center Room Rental	Parks and Recreation	9 - 16
Compressed Gas Installation	Fire	7 - 10
Compressed Gases	Fire	7 - 43
Concrete Removal/Replace	Street	11 - 22
Construction & Demolition	Street	11 - 26
Contract Administration	Community Development	4 - 36
Cooking Oil Storage Tanks	Fire	7 - 10
Copy Fee	Citywide	1 - 1
Copies	Engineering	11 - 5
Corrosives	Fire	7 - 43

CITY OF SANTA CLARA MUNICIPAL FEE SCHEDULE

Alphabetical Listing by Fee

<u>Fee</u>	<u>Section</u>	<u>Page No.</u>
Cost Analysis for Development	Engineering	11 - 16
Credit Card Convenience Fee	Citywide	1 - 2
Cremation	Parks and Recreation	9 - 2
Crime Analysis Reports	Police	10 - 4
Cryogenic Fluids	Fire	7 - 44
Custom Hourly Rate	Parks and Recreation	9 - 8
Delinquent Payment of Business Certificate Tax	Finance	6 - 2
Delinquent Reconnect	Finance	6 - 5
Delinquent Service Letter	Finance	6 - 4
Demolition of Building	Fire	7 - 10
Design Review/Consultation	Fire	7 - 28
Development Agreement	Community Development	4 - 33
Development Impact Analysis	Water and Sewer Utilities	12 - 11
Development Impact Fees	Community Development	4 - 25
Dig Single Depth Grave to Double Depth	Parks and Recreation	9 - 7
Disinter and Reinter Casket into Same Grave	Parks and Recreation	9 - 3
Disinternment	Parks and Recreation	9 - 3
Dispatch Service Required for Special Events	Police	10 - 4
Distribution Pole Contact	Electric Utility	5 - 9
Document Recordation	Engineering	11 - 7
Driving Under the Influence Emergency Response	Police	10 - 4
Duplicate Business Certificate	Finance	6 - 2
Electric Disconnection Fee	Electric Utility	5 - 6
Electric Equipment Relocation	Electric Utility	5 - 8
Electric Reconnection Fee	Electric Utility	5 - 6
Electric Replacement/Reconnection Fee Due to Meter	Electric Utility	5 - 6
Tampering/Illegal Access		
Electric System Damage	Electric Utility	5 - 5
Electrical Permit	Community Development	4 - 3
Emergency Alarm Systems	Fire	7 - 11
Emergency Responder Radio Coverage System	Fire	7 - 11
Encroachment Agreement Application	Engineering	11 - 6
Encroachment Permit	Engineering	11 - 3

CITY OF SANTA CLARA MUNICIPAL FEE SCHEDULE

Alphabetical Listing by Fee

<u>Fee</u>	<u>Section</u>	<u>Page No.</u>
Encroachment Permit: Field Marking - Sanitary Sewer	Water and Sewer Utilities	12 - 14
Energy Storage Systems	Fire	7 - 26
Engineering Plan Check - Electric	Electric Utility	5 - 7
Engineering Plan Review (Streets)	Street	11 - 22
Engineering Referrals	Fire	7 - 12
Environmental Review	Community Development	4 - 32
Environmental Impact Report	Fire	7 - 12
Equipment Rentals	Parks and Recreation	9 - 18
Exhibit and Trade Shows	Fire	7 - 13
Existing Improvements	Engineering	11 - 10
Expired Construction Permit	Fire	7 - 51
EV Charging Retrofit	Electric Utility	5 - 8
Facility Rental	Fire	7 - 3
False Alarm Calls	Police	10 - 5
False Alarm Responses	Fire	7 - 50
Fats, Oils, and Grease (FOG)	Water and Sewer Utilities	12 - 15
Fee for Work Commencing Before Permit Issuance	Community Development	4 - 19
Field Fire Hydrant Flow Test	Water and Sewer Utilities	12 - 6
Field Marking - Fiber	Electric Utility	5 - 8
Field Marking - Recycled Water	Water and Sewer Utilities	12 - 9
Field Marking - Water	Water and Sewer Utilities	12 - 9
Field Preparation	Parks and Recreation	9 - 20
Field Sample - Environmental Laboratory Analysis	Fire	7 - 61
Fields and Turf Areas Reservations	Parks and Recreation	9 - 20
Final Map Checking	Engineering	11 - 1
Fingerprinting	Police	10 - 5
Fire Alarm Systems	Fire	7 - 13
Fire Alarm Systems with Pre-Wire Inspection Required	Fire	7 - 14
Fire Flow (Hydraulic Model)	Water and Sewer Utilities	12 - 11
Fire Hydrant	Water and Sewer Utilities	12 - 5
Fire Pump Installation	Fire	7 - 15
Fire Safety Demolition/Construction Plan	Fire	7 - 25
Fire Service	Water and Sewer Utilities	12 - 5

CITY OF SANTA CLARA MUNICIPAL FEE SCHEDULE

Alphabetical Listing by Fee

<u>Fee</u>	<u>Section</u>	<u>Page No.</u>
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Firefighter Air Replenishment System	Fire	7 - 27
First Tent, Canopy or Air Supported Structure	Fire	7 - 22
First Year Maintenance Fee	Parks and Recreation	9 - 7
Flat Marker	Parks and Recreation	9 - 5
Flood Zone Verification	Community Development	4 - 34
Foundation Repair / Seismic Upgrade	Community Development	4 - 16
General Plan / Advanced Planning Surcharge	Community Development	4 - 2
General Plan Amendment	Community Development	4 - 32
Grading Permit	Community Development	4 - 11
Grading Plan Review	Community Development	4 - 11
Hazardous Material Tool/Equipment Installation	Fire	7 - 17
Hazardous Materials Business Plan	Fire	7 - 59
Hazardous Materials Closure Plan	Fire	7 - 16
Hazardous Materials Tool/Equipment Modification	Fire	7 - 26
Hazardous Waste Generator	Fire	7 - 54
High-Piled Combustible Storage	Fire	7 - 17
High-Rise	Fire	7 - 47
High-Rise Fire Protection Water Storage Tank	Fire	7 - 16
High-Rise R-1/R-2	Fire	7 - 47
Highly Toxic Materials	Fire	7 - 44
Historical & Landmarks	Community Development	4 - 34
Hold Harmless Agreement	Water and Sewer Utilities	12 - 11
Hospitals	Fire	7 - 49
Hourly Rate (Personnel)	Parks and Recreation	9 - 8
Hourly Staff (As-Needed) Assigned to Facility	Parks and Recreation	9 - 18
ID Card Renewal/Replacement	Police	10 - 6
In-House Planning Rate	Community Development	4 - 36
Industrial/Commercial Facility Stormwater Inspections	Street	11 - 19
Insertion Valve Installation	Water and Sewer Utilities	12 - 10
Inscribe Shutters or Grave Markers	Parks and Recreation	9 - 4
Installation of a Flower Vase and Ring on a Niche	Parks and Recreation	9 - 4
Installation of a Monobar, Emblem, Flower Vase, or Ring on a Crypt	Parks and Recreation	9 - 4

CITY OF SANTA CLARA MUNICIPAL FEE SCHEDULE

Alphabetical Listing by Fee

<u>Fee</u>	<u>Section</u>	<u>Page No.</u>
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Knox Box Installation	Fire	7 - 17
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Licensed Care Facility	Fire	7 - 30
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Liquefied Petroleum Gases - Installation Per Tank	Fire	7 - 18
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Loan Demand Payoff	Community Development	4 - 20
Lobbying Activities	City Clerk	2 - 1
Lot Line Adjustment Processing	Engineering	11 - 3
Maps	Community Development	4 - 30
Massage Application / Inspections	Police	10 - 6
Master Plan Fee	Community Development	4 - 13
Mechanical Permit	Community Development	4 - 5
Meter Reading More Than Once Per Month	Finance	6 - 5
Meter Test Deposit	Electric Utility	5 - 4
Methane Venting and Detection Systems	Fire	7 - 18
Microfilm Copies	Fire	7 - 53
Mills Act Application	Community Development	4 - 33
Minor Modifications	Community Development	4 - 28
Minor Residential Combination Permits	Community Development	4 - 1
Miscellaneous CUPA Inspections, CUPA Plan Reviews or CUPA Field Sampling	Fire	7 - 61
Miscellaneous Haz Mat Inspections, Haz Mat Plan Reviews or Haz Mat Field Sampling	Fire	7 - 28
Miscellaneous Inspections or Plan Reviews	Fire	7 - 28
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CITY OF SANTA CLARA MUNICIPAL FEE SCHEDULE

Alphabetical Listing by Fee

<u>Fee</u>	<u>Section</u>	<u>Page No.</u>
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Multi-Family Loan Recapitalization	Community Development	4 - 23
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Multi-Family (MF) Loan Subordination Request Review	Community Development	4 - 20
Multi-Family Monitoring	Community Development	4 - 21
Multi-Family Project Refinance	Community Development	4 - 24
Multi-Family Project Restructuring - Transfer of Ownership	Community Development	4 - 23
Multi-Family Transaction Application Review	Community Development	4 - 22
Multi-Story Buildings	Fire	7 - 40
Municipal Services Information	Finance	6 - 4
Neighborhood Conservation Improvement Program (NCIP) Loan Application	Community Development	4 - 20
Neighborhood Parks	Parks and Recreation	9 - 22
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Non-Historical Referral to Historical and Landmarks Commission	Community Development	4 - 36
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Off-Site Parking	Community Development	4 - 29
On-Demand Mobile Fueling Site Permit	Fire	7 - 24
Onsite Treatment of Hazardous Waste Annual Fee	Fire	7 - 56
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Operation & Maintenance Inspection of Stormwater Treatment Systems	Street	11 - 19
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Other Inspections and Fees	Community Development	4 - 11
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CITY OF SANTA CLARA MUNICIPAL FEE SCHEDULE

Alphabetical Listing by Fee

<u>Fee</u>	<u>Section</u>	<u>Page No.</u>
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Overtime Haz Mat Plan Review	Fire	7 - 29
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Park Building Room Rentals	Parks and Recreation	9 - 16
Parkways and Boulevards Plan Review	Street	11 - 24
Patrick Henry Drive CFD Formation	Community Development	4 - 38
Patrick Henry Drive Specific Plan Area Impact	Engineering	11 - 13
Pavement Restoration	Street	11 - 22
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Perpetual Care (Endowment)	Parks and Recreation	9 - 9
Phased Permitting/Occupancy Plan	Fire	7 - 25
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Photovoltaic	Community Development	4 - 15
Plan Duplication	Community Development	4 - 15
Plan Revision	Fire	7 - 27
Plant Extraction Systems	Fire	7 - 26
Plumbing Permit	Community Development	4 - 8
Police Reports	Police	10 - 9
Pool Demo	Community Development	4 - 16
Pool Rentals	Parks and Recreation	9 - 22
Portable Hydrant Meter and Deposit	Water and Sewer Utilities	12 - 6
Pre-Application	Community Development	4 - 34
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CITY OF SANTA CLARA MUNICIPAL FEE SCHEDULE

Alphabetical Listing by Fee

<u>Fee</u>	<u>Section</u>	<u>Page No.</u>
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Pyrotechnics Special Effects Proximal to Audience	Fire	7 - 19
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Remove and Dispose of Marker, Marker Frame, Plaque, Vase and Ring	Parks and Recreation	9 - 6
Replacement Fee for Lost Link+ Materials Borrowed from Other Libraries	Library	8 - 2
Replacement Fee for Lost or Damaged Library Card	Library	8 - 1
Replacement Fee for Portable Electronic Devices	Library	8 - 1
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Replacement of Job Card	Community Development	4 - 14
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Repo Fee (Repossessed Vehicles)	Police	10 - 10
Reposting of Public Notification	Community Development	4 - 30
Residential Development Park Dedication In-Lieu Fees	Parks and Recreation	9 - 24
Residential Fire-Building Plan Review (R-3/R3.1 Occupancies Only)	Fire	7 - 30
Residential Loan Refinance/Subordinations All Programs	Community Development	4 - 20

CITY OF SANTA CLARA MUNICIPAL FEE SCHEDULE

Alphabetical Listing by Fee

<u>Fee</u>	<u>Section</u>	<u>Page No.</u>
Residential Parking Permit	Police	10 - 11
Residential Reroof	Community Development	4 - 16
Residential Scaled Permit	Community Development	4 - 17
Resource Fees	Fire	7 - 4
Resubmittal Fee	Fire	7 - 27
Review and Stamp Transfer of Lost Plan Set	Community Development	4 - 15
Review of Agreements and Easements	Engineering	11 - 7
Review of Permit to Enter Agreement onto City Property	Engineering	11 - 8
Review of Right of Entry Agreement onto City Property	Engineering	11 - 8
Rezoning	Community Development	4 - 27
Sanitary Sewer Capacity Model Run	Engineering	11 - 10
Sanitary Sewer Conveyance Fee	Engineering	11 - 10
Sanitary Sewer Outlet Charge	Engineering	11 - 9
Sanitize Crypt	Parks and Recreation	9 - 6
Saturday Service	Parks and Recreation	9 - 8
SB Review	Community Development	4 - 34
School	Fire	7 - 48
Second Response Ordinance	Police	10 - 11
Secondary Fireworks/Pyro Submittal - No Detailed Plan Review Required	Fire	7 - 19
Secondary Pyro Submittal - No Detailed Plan Review Required	Fire	7 - 19
Security Deposit for Survey	Engineering	11 - 3
Senior Citizens Center	Parks and Recreation	9 - 18
Service Disconnection	Electric Utility	5 - 5
Service Fee Customer - Owned Equipment Problem	Electric Utility	5 - 6
Service Reconnection	Electric Utility	5 - 5
Service Removal	Electric Utility	5 - 7
Service Turn-On	Finance	6 - 3
Service Wire Relocation	Electric Utility	5 - 4
Sewer Lateral Cleanout	Water and Sewer Utilities	12 - 13
Sewer Lateral Installation	Water and Sewer Utilities	12 - 13
Sewer Lateral Video Inspection	Water and Sewer Utilities	12 - 14
Shared Mobility Permit and Impound	Engineering	11 - 17
Short Term Wastewater Discharge Permit	Water and Sewer Utilities	12 - 15

CITY OF SANTA CLARA MUNICIPAL FEE SCHEDULE

Alphabetical Listing by Fee

<u>Fee</u>	<u>Section</u>	<u>Page No.</u>
Significant Property Alteration	Community Development	4 - 37
Signs	Community Development	4 - 33
Single or Double Upright Monument Foundation	Parks and Recreation	9 - 5
Single Story Buildings	Fire	7 - 40
Smoke Control System	Fire	7 - 20
Solar Domestic Hot Water System Installation	Water and Sewer Utilities	12 - 16
Solar Domestic Hot Water System Panel Removal and Replacement	Water and Sewer Utilities	12 - 17
Solar Photovoltaic System	Fire	7 - 24
Solar Pool Heating System Installation	Water and Sewer Utilities	12 - 16
Solar Pool Heating System Panel Removal and Replacement	Water and Sewer Utilities	12 - 17
Solicitor/Peddler	Police	10 - 11
Solid Waste Management	Street	11 - 25
Special Event Application	Parks and Recreation	9 - 21
Special Event Concessions	Parks and Recreation	9 - 23
Special Event Parking at Parks and Recreation Facilities	Parks and Recreation	9 - 23
Special Event Food or Merchandise Vendor	Parks and Recreation	9 - 23
Special Event Structure	Fire	7 - 22
Specific Plan	Community Development	4 - 38
Standpipe Systems	Fire	7 - 20
State of California Annual Surcharges	Fire	7 - 57
Storage or Refuse Bins on City Street	Engineering	11 - 14
Storage Tanks - Hazardous Materials	Fire	7 - 20
Storm Drain Medallion Fee	Street	11 - 21
Storm Drain Outlet Charge	Engineering	11 - 8
Storm Outlet Charge	Engineering	11 - 9
Stormwater Management Plan Review	Community Development	4 - 35
Stormwater Management Building and Planning	Street	11 - 20
Street Tree Planting	Street	11 - 24
Street Tree Removal	Street	11 - 24
Subdivision Committee Review	Engineering	11 - 14
Subpoena Fees	Citywide	1 - 2
SVP System Impact Study	Electric Utility	5 - 9
SVP Generation Interconnection Study	Electric Utility	5 - 9

CITY OF SANTA CLARA MUNICIPAL FEE SCHEDULE

Alphabetical Listing by Fee

<u>Fee</u>	<u>Section</u>	<u>Page No.</u>
Tasman East Specific Plan Area Impact	Engineering	11 - 13
Taxicab/Pedicab Company	Police	10 - 12
Taxicab/Pedicab Driver	Police	10 - 12
Technology Fee	Citywide	1 - 1
Technology Fee (Building Fees)	Community Development	4 - 2
Teen Center Room Rental	Parks and Recreation	9 - 21
Temporary Certificate of Occupancy	Community Development	4 - 13
Temporary Connection to Pole	Electric Utility	5 - 3
Temporary Power	Electric Utility	5 - 4
Temporary Sanitary Sewer Discharge	Engineering	11 - 14
Time Extensions	Community Development	4 - 37
Time of Use Meter Installation	Electric Utility	5 - 7
Tournament	Parks and Recreation	9 - 22
Tow Drivers	Police	10 - 13
Toxic Materials	Fire	7 - 45
Traffic Flow Map	Engineering	11 - 13
Traffic Impact	Engineering	11 - 12
Traffic Sign Fabrication	Street	11 - 23
Training	Fire	7 - 1
Tree Removal	Community Development	4 - 35
Underground - Existing	Electric Utility	5 - 2
Underground - New	Electric Utility	5 - 1
Underground and Above Ground Tank Installations	Fire	7 - 21
Underground and Above Ground Tank Modifications	Fire	7 - 21
Underground and Above Ground Tank Removals	Fire	7 - 21
Underground Fire Service Systems	Fire	7 - 22
Underground Hazardous Materials Tank	Fire	7 - 59
Underground Street Light Relocation	Electric Utility	5 - 4
Unstable (Reactive) Materials	Fire	7 - 46
USB Drive for Police Reports	Police	10 - 13
Use Permits	Community Development	4 - 29
Using Library Meeting Room	Library	8 - 2
Utility Billing Splitting or Combining Accounts	Finance	6 - 4

CITY OF SANTA CLARA MUNICIPAL FEE SCHEDULE

Alphabetical Listing by Fee

<u>Fee</u>	<u>Section</u>	<u>Page No.</u>
Utility Engineering Plan Review & Inspection	Water and Sewer Utilities	12 - 7
Utility Service Deposit	Finance	6 - 3
Variance	Community Development	4 - 28
Vault Disposal	Parks and Recreation	9 - 6
Verification of Electric Meter Address	Finance	6 - 4
Wastewater Treatment Plant Capacity	Water and Sewer Utilities	12 - 15
Water and Fire Service Tap	Water and Sewer Utilities	12 - 9
Water Efficiency Review	Water and Sewer Utilities	12 - 8
Water Meter and Backflow Preventer	Water and Sewer Utilities	12 - 3
Water Meter (Device Cost)	Water and Sewer Utilities	12 - 3
Water Meter Test	Water and Sewer Utilities	12 - 7
Water Reactive Materials	Fire	7 - 46
Water Reconnection	Water and Sewer Utilities	12 - 8
Water Service	Water and Sewer Utilities	12 - 1
Water Service Abandonment	Water and Sewer Utilities	12 - 8
Water Service Dual Meter Service	Water and Sewer Utilities	12 - 2
Water Service Relocation	Water and Sewer Utilities	12 - 9
Water Service Upgrade Excluding Device Cost	Water and Sewer Utilities	12 - 12
Water Supply Assessment Preparation	Water and Sewer Utilities	12 - 8
Watershed Map	Engineering	11 - 6
Youth Activity Center Room Rental	Parks and Recreation	9 - 19
Youth Activity Center Gymnasium Rental	Parks and Recreation	9 - 19
Zoning Clearance	Community Development	4 - 27
Zoning Code Text Amendment	Community Development	4 - 27
Zoning Verification	Community Development	4 - 34

Municipal Fee Schedule



Resolution

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Responses to City Council Questions – April 9, 2024 Study Session

Community Development

Mills Act Fee

Question: Why is the Mills Act fee charged upfront?

Response: The Mill Act legislation grants participating local governments (cities and counties) authority to enter into contracts with property owners of qualified historic properties who actively participate in the restoration and maintenance of their historic properties to **receive property tax relief** (*the County Assessor adjusts the value of the property downward to reflect the historic restrictions placed on the property rather than market value*). The application fee of \$8,451 is collected upfront to cover staff review for compliance with the state Mills Act law, two public hearings (Historical & Landmarks Commission and City Council) and an audit every five years. This fee recovers 72% of the actual cost of providing this service. No increase to this fee is proposed for FY 2024/25.

Parks and Recreation

Parks and Recreation Cost Recovery Policy

Question: How were the tiers in the Cost Recovery Policy developed?

Response: The six tiers in the Parks and Recreation Cost Recovery Policy were developed to differentiate between the levels of community versus exclusive individual benefit of the various user fee categories. The tiers range from 0% cost recovery for fees in the Entirely Community Benefit category (e.g. parks, playgrounds, trails) to 91%-100% cost recovery for fees in the Exclusively Individual Benefit category (e.g., non-resident and commercial use of facilities), with the tiers in between enabling distinctions between user groups and/or program areas. For example, programs serving a vulnerable or underserved population are in the Mostly Community Benefit category that has a low cost recovery goal of 1-20%. In contrast, an example of an Exclusively Individual Benefit would be a general special interest programs such as ceramics or drawing for an adult participant under 50 years of age. These tiers were developed as part of consultant outreach to various stakeholders during the FY 2022/23 fee development process.

Senior Center Auditorium Fees

Question: For the use of the Senior Center auditorium, how much would non-profits be charged if staff time is required?

Response: The base charges for auditorium use for non-profit groups is \$20 **per meeting** without the kitchen or \$20 **per hour** with the kitchen. If the event occurs within regular operational hours, there will be no extra charge for staff time unless the event requires special equipment and/or clean-up. For after hour events, staff fees for a minimum of two people will be charged based on the proposed FY 2024/25 staffing fee of \$37/hr. per person.

Equipment Rental Fees

Question: What costs do these table, chairs, canopies, etc. rental fees recover?

Responses to City Council Questions – April 9, 2024 Study Session

Response: The equipment rental fees recoup the cost of equipment use over time such as tables, chairs, canopies and any other equipment requested.

Volunteer vs. Staff Time

Question: Can volunteers be used instead of staff to offset fees?

Response: The work being performed by staff is subject to negotiated Memorandums of Understanding (MOU) and a meet and confer process with the City’s bargaining units would be required to expand the use of volunteers. While there may be opportunities to augment this work through the support of volunteers, the effective use of volunteers requires proper training, management and oversight. If a separate group is providing volunteers, details including but not limited to coverage of insurance/liability, standard of care and services provided by the volunteer group, scheduling, and availability would need to be negotiated with those groups and outlined in a formal MOU. It is important to note that there may be an important role for volunteers to play, fees are necessary to cover hard costs such as equipment, supplies, utilities, and day-to-day operations to maintain a consistent standard of care.

Racquet Court Reservations

Question: Can reservations for courts be made available to the public?

Response: Yes, reservations can be made online through the lifetime activities website: <https://www.lifetimeactivities.com/santa-clara/court-reservations-policies/>. Staff will continue to work with the vendor to streamline and make reservation more accessible and efficient for the public to place a reservation.

Field Rental Fees

Question: How many hours are groups using the fields?

Response: The following table provides an overview of sport field reservations by non-profit youth groups for FY 2021/22 and FY 2022/23. It is important to note that while the number of hours has decreased, the number of bookings has actually increased. One of the impacts of the new fees has been that groups are no longer booking fields they will not be using. Prior to the fees, groups would book fields and not use them, limiting the number of available bookings. Now that groups are being charged, they are only booking those fields that they will actually use to avoid unnecessary costs. The net result is better utilization of sports fields and greater opportunity for the City to meet the needs of more user groups.

Non-Profit Sports Field Reservations for Youth				
Fiscal Year	# of Bookings	# of Hours	Non-Profit Fee	Revenue
FY 2021/22	1,853	10,036	\$0	\$0
FY 2022/23	2,435	8,193	\$14	\$114,695

Responses to City Council Questions – April 9, 2024 Study Session

Question: How often are user groups invoiced?

Response: Groups are invoiced when they apply for the field permit (usually by season) and are set up on a payment plan at that time. The total is due by the end of the permit date, with payments scheduled throughout the period. Payment plans are available for everyone. For games, invoicing usually happens at the end of the month since game schedules change frequently. Payment plans require a lot of staff follow up and are maintained in our Active software.

Question: Is there a policy regarding outside organization use of fields?

Response: Policies regarding field use are based on the fee categories for 1) Commercial/Non-Resident users, 2) resident users/general public, and 3) non-profits/community groups. The issue of prioritization of use of the fields was raised during our outreach meeting in March 2024. Parks and Recreation staff plan to continue to develop these policies and collaborate with existing groups to determine the most equitable and efficient policies to ensure the Santa Clara community receives the highest benefit and access to sports fields and parkland availability.

Question: Is there a breakout of field usage between residents and non-residents?

Response: According to the adopted cost recovery policy, fees are charged by user category, not by residency. Consequently, this information is not tracked. However, we can provide the total amount of fees paid by the non-residents based on the dollars contributed to the Wade Brummel Scholarship Program. The total amount contributed for the past two fiscal years is listed in the table, below.

Contributions to Wade Brummel Scholarship Fund

Fiscal Year	# of Groups	Total Dollars Collected
FY 2021/22	11	\$30,575
FY 2022/23	16	\$31,925
Total:	27	\$62,500

Question: Have the fees collected in prior years been used to improve fields?

Response: Prior to FY 2022/23, no fees were collected for the use of sports fields. Currently, limited fee revenues are used to help maintain the fields including but not limited to lawn maintenance, utilities for lights, watering of the fields, garbage cleanup, and pest control. The fees are also used to support on-site staffing for opening and closing facilities, restroom maintenance, performing safety checks, managing lost and found, monitoring permits for legal use of fields, and enforcement of facility rules. Reducing or waiving these fees will impact the City’s ability to maintain and keep fields in good playing condition. It should be noted that the existing \$14/hour fee is in the 1%-20% cost recovery tier; consequently, the City is already subsidizing the majority of the costs associated with operating and maintaining the fields. In addition, fees for non-resident participants are appropriated to the Wade Brummel Scholarship

Responses to City Council Questions – April 9, 2024 Study Session

program to afford the user groups the opportunity to provide scholarships for low-income participants and seek reimbursement for other eligible program costs.

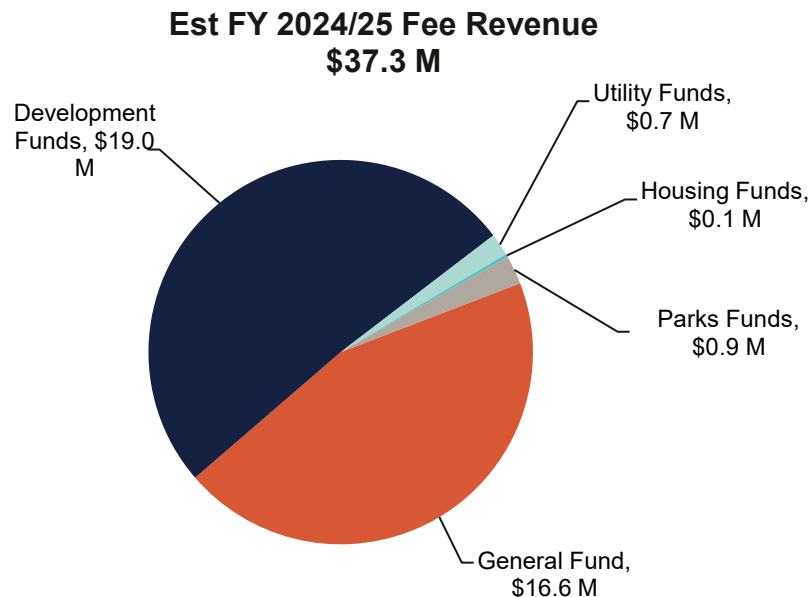
Question: Confirm the impact on the General Fund if the field rental fees for youth groups/non-profits was eliminated and what would be the potential service impacts?

Response: Assuming approximately 8,200 hours per year, the \$14 hourly fee for sports field rentals would generate approximately \$115,000. While this amount may appear to be minimal, to eliminate fees for one user group and not others creates an equity issue. As noted above, the City’s experience is that there is greater fiscal accountability and better utilization of existing fields when a fee is imposed. In addition, elimination of fees would reduce the resources available to partially offset the costs of the field rentals and would reduce General Fund revenues that support many of the services used by our community (parks, field use, community centers, libraries, police and fire).

General Fee Information

Question: How much money is anticipated to be collected through fees?

Response: Per the User and Regulatory Fee study, fees are anticipated to generate \$37.3 million across the all funds (e.g., General Fund, development funds, Housing funds, parks funds, and utility funds).



Question: What is the magnitude of the fee changes being proposed?

Response: Per the User and Regulatory Fee study, the proposed fee changes are projected to generate \$1.1 million in additional revenue. This reflects an average increase of 3% to the fees.

PARKS AND RECREATION COST RECOVERY POLICY

Purpose

Establishing a cost recovery policy provides the City's Parks and Recreation Department with a tool for evaluating services and establishing appropriate fees for services. Standardizing cost recovery objectives enhances the Department's ability to accomplish broad citywide goals and objectives. Establishing a reasonable, transparent, and consistently applied policy is intended to:

- Stretch taxpayer investment in parks and recreation services to optimize value received
- Promote program respect and ownership
- Allow prices to reflect users' investment in themselves based on individual benefit
- Develop deeper commitment to the programming users help support

Costs Considered When Evaluating Cost Recovery

To evaluate cost recovery, the Department will calculate the "full cost of service," for programming, facility use, and services provided. The full cost of service will include components for:

- The direct costs of service:
 - The labor associated with the performance of service from all personnel involved in the activity
 - The services, supplies, and/or materials required to complete the activity
- A reasonable share of the indirect costs of service:
 - The services, supplies, and materials which support the personnel involved in the activity
 - The maintenance of any facilities required to support the provision of service
 - The indirect management, administration, and support services associated with the City functions involved in the activity
 - The central services, City management and administration, and governmental oversight associated with the functions involved in the activity

Targeted Cost Recovery in Fees

Once the full cost of service is established for each activity, the City will apply a consistent set of guidelines for determining the amount of cost to be recovered in the final fee amount. A cost recovery percentage will be applied to the full cost of service to calculate the fee. **Figure 1** describes the general criteria for assigning Departmental programming, facility use, and services to cost recovery tiers. The cost recovery threshold assigned to each fee-related service and program area will be identified in the periodic analysis and documentation supporting the ongoing and seasonally managed calculation of the City's Parks and Recreation fees.

PARKS AND RECREATION COST RECOVERY POLICY

FIGURE 1 | COST RECOVERY GUIDELINES – PARKS AND RECREATION SERVICES

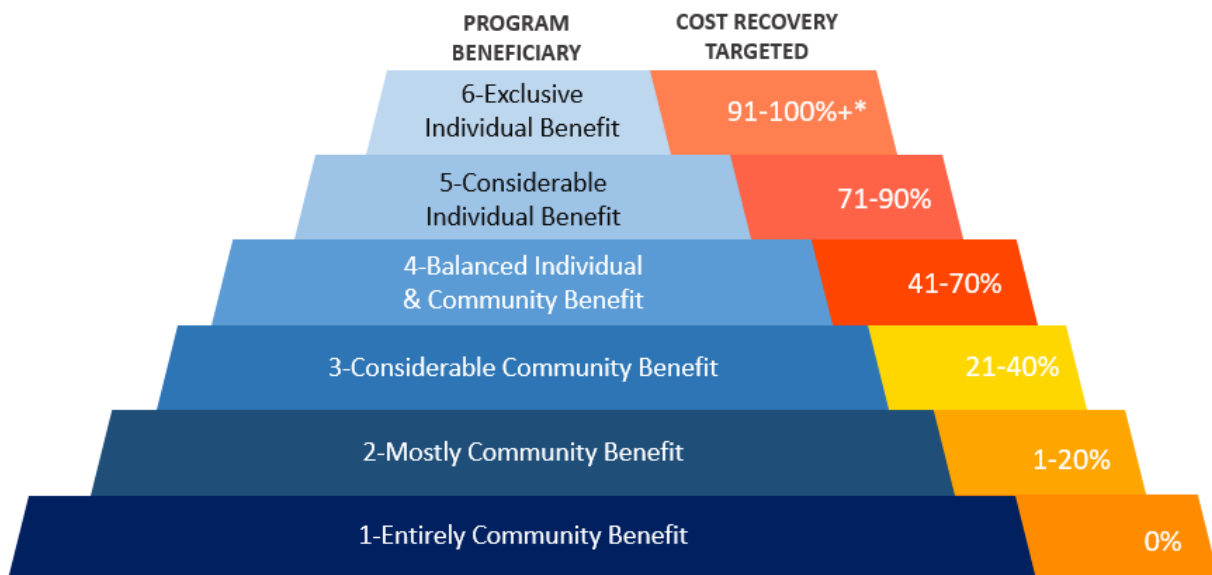
BENEFIT-BASED RECOVERY TIER	DESCRIPTION	FEE BASED PROGRAM AREA
<p>0% COST RECOVERY</p> <p>Entirely Community Benefit</p>	<p>Programs, facilities, and services that benefit the community as a whole. The community generally expects the City to offer these services and supports paying for these through taxes.</p>	<ul style="list-style-type: none"> • General, non-exclusive park, playground, open space, trails, restrooms, and facility visitation and use
<p>1-20% COST RECOVERY</p> <p>Mostly Community Benefit</p>	<p>Programs, facilities, and services that provide benefit to the individual user, but have more fundamental goal of:</p> <ul style="list-style-type: none"> • Seeking to engage community with high participation levels desirable • Community problem solving (e.g., services for vulnerable or underserved populations) 	<ul style="list-style-type: none"> • Non-Profit facility use serving the City of Santa Clara • Special Events • Resident Senior Center Use • Senior Nutrition Program • Afterschool Program
<p>21-40% COST RECOVERY</p> <p>Considerable Community Benefit</p>	<p>Programs, facilities, and services which promote individual physical and mental well-being, and provide recreation skill development. They may have a community benefit but to a smaller group of the community. Generally, costs of service are offset by both a tax subsidy to account for community benefit and participant fees to account for individual benefit.</p>	<ul style="list-style-type: none"> • Early Learners • Therapeutic Recreation
<p>41-70% COST RECOVERY</p> <p>Balanced Individual and Community Benefit</p>	<p>Programs, facilities, and services which promote individual physical and mental well-being, and provide recreation skill development. Program, facility, and service use that benefits individuals primarily, but the community receives some benefit.</p> <ul style="list-style-type: none"> • Services which are specialized and/or similar to private sector • Comparable “market rates” for similar services affect ability to recover a greater percentage of costs 	<ul style="list-style-type: none"> • Competition, Meets, and Tournaments that include competitors from other cities • Drop-in Fitness/Recreation/Swimming • Youth Theater Programs • Resident facility use • City provided programs
<p>71-90% COST RECOVERY</p> <p>Considerable Individual Benefit</p>	<p>Benefits individuals significantly more than the community; Private sector or public agencies offer similar services; Demand for service, facility or program exceeds capacity</p>	<ul style="list-style-type: none"> • Programs providing individual benefit
<p>91-100% COST RECOVERY</p> <p>Exclusively Individual Benefit</p>	<p>Benefit individuals; Commercial nature of services; Enterprise funds expected to operate without General Fund support</p>	<ul style="list-style-type: none"> • Non-resident & Commercial use of facilities

PARKS AND RECREATION COST RECOVERY POLICY

The following shall serve as guidelines for categorizing Recreation Programs and services based on types of programs, target populations, and level of community benefit to determine appropriate subsidy Level:

- Programs with the highest level of community benefit will have the lowest level of cost recovery.
- Programs that have the greatest level of individual or group benefit will target the highest level of cost recovery.
- Pricing of programs and services takes into account market rates and the impact on demand which may override cost-recovery target considerations.
- Non-resident fees are priced higher than resident fees.
- Fees will be periodically reviewed to keep pace with changes in the cost of living, market demands, and/or to promote identified Recreation Programs.
- Staff will adjust fees to meet minimum cost-recovery rates and to be consistent with market demand for services.
- The City will continue to offer a grant program to offset the cost of programs for eligible low-income participants identified through its established procedures

Staff will seek to enhance and refine this policy over time.



100%+ indicates minor exceptions where premiums above cost may be justified, such as market-based rents.

Parks and Recreation Fee Management

Most fees for Parks and Recreation services and programs will fluctuate seasonally as the Department manages offerings and provisions of service dynamically in line with capabilities and market conditions at the time schedules are developed. As such, establishing static fees within the *Municipal Fee Schedule* similar to most other City services is burdensome procedurally. The Cost Recovery Policy is intended to establish general targets for the Department within which it can set most fees on that fluctuating basis within its periodic service catalogs.

RESOLUTION NO. _____

**A RESOLUTION OF THE CITY OF SANTA CLARA, CALIFORNIA
ADOPTING THE “CITY OF SANTA CLARA 2024/25 MUNICIPAL
FEE SCHEDULE” WHICH IMPOSES NEW FEES, AMENDS
EXISTING FEES AND RETAINS UNCHANGED FEES FOR
VARIOUS CITY DEPARTMENTS**

WHEREAS, for the previous fiscal year 2023/24 (July 1, 2023 to June 30, 2024) the Santa Clara City Council (“City Council”) adopted certain fees by Resolution No. 23-9221 (“2023/24 Fee Schedule”);

WHEREAS, the City of Santa Clara (“City”) now desires to amend existing fees, eliminate certain fees, and retain certain fees from the 2023/24 Fee Schedule and impose new fees as set forth in the “PROPOSED CITY OF SANTA CLARA 2024/25 MUNICIPAL FEE SCHEDULE” (“Fee Schedule”) attached to the staff report accompanying this resolution and incorporated herein by reference;

WHEREAS, in compliance with Article XIIC of the California Constitution and as also detailed in the Fee Schedule, the fees, rates, rental fees, fines, and charges (hereinafter, “Fee” or “Fees”) in the Fee Schedule are not taxes and are (a) fees imposed for a specific benefit conferred or privilege granted directly to the payor that is not provided to those not charged, and which does not exceed the reasonable costs to the City; (b) fees imposed for a specific government service or product provided directly to the payor that is not provided to those not charged, and which does not exceed the reasonable costs to the City; (c) fees imposed for the reasonable regulatory costs to the City for issuing licenses and permits, performing investigations, inspections, and audits; (d) fees imposed for entrance to or use of local government property, or the purchase, rental, or lease of local government property; (e) fines, penalties, or other monetary charges imposed by the City as a result of a violation of law; (f) charges imposed as a condition of property development; and (g) assessments and property-related fees imposed in accordance with the provisions of Article XIID of the California Constitution;

WHEREAS, in adopting the Fee Schedule, the City exercises its powers under (a) Article XI,

Section 7 of the California Constitution, (b) Article XIII C of the California Constitution, (c) Section 50076 of the California Government Code, (d) the Charter of the City of Santa Clara, (e) the Code of the City of Santa Clara, California, and (f) other applicable laws;

WHEREAS, as for those new or increasing fees, the City made available relevant reports for public review and comment ten (10) days prior to the public hearing for the proposed Fees;

WHEREAS, on April 3 and April 10, 2024, the City timely published notice of the public hearing in the *Santa Clara Weekly* in the manner set forth in Government Code Sections 6062a and 66018;

WHEREAS, the City mailed notice of the public hearing to all persons requesting such notice pursuant to Government Code Section 66016; and

WHEREAS, on April 23, 2024, the City Council held a public hearing on the Fees set forth in the Fee Schedule.

NOW THEREFORE, BE IT RESOLVED BY THE CITY OF SANTA CLARA AS FOLLOWS:

1. The findings as set forth herein above are hereby adopted by the City Council of Santa Clara.
2. Adoption of Fees, Rates and Charges. The Fees contained in "CITY OF SANTA CLARA 2024/25 MUNICIPAL FEE SCHEDULE" are hereby adopted.
3. Effect of Fees Prior to effective Date of Resolution. This Resolution shall not be construed so as to affect any fee or charge payable or paid under any applicable fee schedule operative prior to the effective date of this Resolution, except to the extent that the Fee Schedule supersedes the 2023/24 Fee Schedule.
4. Effective date. The Fees set forth in the "CITY OF SANTA CLARA 2024/25 MUNICIPAL FEE SCHEDULE" shall be effective on July 1, 2024.

I HEREBY CERTIFY THE FOREGOING TO BE A TRUE COPY OF A RESOLUTION PASSED AND ADOPTED BY THE CITY OF SANTA CLARA, CALIFORNIA, AT A REGULAR MEETING THEREOF HELD ON THE 23rd DAY OF APRIL 2024, BY THE FOLLOWING VOTE:

AYES: COUNCILORS:

NOES: COUNCILORS:

ABSENT: COUNCILORS:

ABSTAINED: COUNCILORS:

ATTEST: _____
NORA PIMENTEL, MMC
ASSISTANT CITY CLERK
CITY OF SANTA CLARA

Attachments incorporated by reference:
1. City of Santa Clara 2024/25 Municipal Fee Schedule



Agenda Report

24-433

Agenda Date: 4/23/2024

REPORT TO COUNCIL

SUBJECT

Action on Proposed Changes to the City's 4th of July Special Event Activities and an Amendment to Silicon Valley Power's Sponsorship List of Annual Events and Activities to Include Sponsorship of the 4th of July Fireworks Show in the Amount of \$50,000

COUNCIL PILLAR

Promote Community Engagement and Transparency
Enhance Community Sports, Recreational and Arts Assets

BACKGROUND

Historically, the City has sponsored an All-City Picnic and Fireworks Show at Central Park on the 4th of July. Due to budget constraints, funding for special events in the amount of \$358,116 was cut from the Parks and Recreation Operating Budget in fiscal year (FY) 2021/2022. This resulted in the elimination of the fireworks portion of the 4th of July activities. While all special events were paused during the pandemic, the Department reinstated the All-City picnic in 2022. Since that time, the Department has been asked to explore the feasibility of restoring the fireworks component of the All-City Picnic for 2024.

In doing so, the following challenges were identified: 1) significant safety concerns resulting from changes in the site conditions at Central Park; 2) public safety issues that have occurred in recent years at large scale community events across the country, highlighting the need for enhanced security; and 3) limited time to complete the required procurement process to secure a fireworks vendor prior to July 2024.

In light of these challenges, staff initiated a process to evaluate other possible site locations and partnerships. The plaza at Mission College was identified as a suitable location for the All-City Picnic given their infrastructure, parking, on-site security and available staff resources. Mission College has committed to making their facilities and staffing available for the event which will include free parking, access to appropriate facilities for event staging as well as "day-of" campus security and facilities staffing to ensure a well-coordinated event. To address the issue of securing a fireworks vendor, staff explored the feasibility of partnering with Great America to enhance their existing show for the benefit of the community. Great America's proximity to Mission College would also allow attendees at the All-City Picnic to experience the fireworks show at Great America in the evening. Both Mission College and Great America have expressed a willingness to partner with the City on these activities.

The purpose of this report is to provide the City Council with an overview of proposed changes to the City's 4th of July Special Event Activities that would enable the Department of Parks and Recreation to host a safe and successful All-City Picnic and Fireworks Extravaganza as well as to seek approval to amend Silicon Valley Power's List of Annual Sponsorships to include a sponsorship for the

fireworks show in the amount of \$50,000.

DISCUSSION

Site Conditions at Central Park

The City's last fireworks show was held in 2019. Since then, the Santa Clara Unified School District has fenced the adjacent school site (Central Park Elementary School), installed irrigation in the area previously used for viewing the fireworks and initially indicated that the site would not be available due to potential property damage. Subsequently, staff has been advised that the District would allow the use with the following conditions:

1. That safety resources be allocated to ensure the safety of the premises during the event.
2. That all costs incurred by the District attributable to the event would be reimbursed in whole by the City including costs related to property damage, litter/debris removal, general clean-up as well as any security charges incurred by the District.

In addition to the change in the school district property, changes in site conditions have also occurred which impact the viability and safety of hosting the All-City picnic and Fireworks show at Central Park. Currently, a large portion of Central Park on the Kiely side is under construction for the new Magical Bridge All-Inclusive Playground. This project will not be completed until August 2024. Additionally, the George F. Haines International Swim Center (ISC) is closed and is subject to being fenced until conditions are remedied in accordance with the direction from the County Department of Environment Health. Large-scale events, such as the proposed 4th of July event, would present liability risks for both of these projects. In the case of the Magical Bridge All-Inclusive Playground, any property damage would further delay the opening of the project. With respect to the ISC, the City has already experienced repeat break-ins during the closure. A night-time event with large crowds may increase the likelihood of additional break-ins and potential injury should trespassers access the facility.

The City's public safety departments have also expressed concerns about the use of Central Park for a night-time firework show. While events have been very well attended in prior years, those crowds resulted in congestion in surrounding neighborhoods impacting the ability of public safety to respond to incidents. Moreover, recent events such as the Christmas Hill Park shooting which is currently in litigation and the shooting during the Super Bowl parade in Kansas City have heightened concerns that enhanced security is needed for large scale events - particularly those held in the evening.

Mission College

The City Council has expressed a desire that City Departments explore partnerships to leverage community benefit. In recent years, the City has partnered with Mission College to co-sponsor events during their concert series. As such, staff was aware of the infrastructure and resources available at Mission College that includes, but is not limited to, a central plaza with a large grass area and entertainment stage, multiple parking lots, on-site security, utilities and power to support special events and well as other facilities that might be needed for storage and/or event organization. These amenities would make Mission College a preferable alternative for a 2024 Fourth of July All-City Picnic event.

Great America

Great America has traditionally offered a 4th of July special event and regularly conducts firework

shows on their property. With an existing relationship with a fireworks vendor and an approved plan for conducting fireworks shows in a safe manner, a partnership with Great America would provide a viable means for securing a vendor in the limited time available.

At the City's request, Great America has indicated a willingness to partner for an enhanced 4th of July fireworks show to help facilitate the City's desire to provide fireworks for 2024. On March 21, 2024, City staff met with representatives from Great America and their vendor to test the visibility of the fireworks from the Mission College Plaza and it was confirmed that the shells were visible. City staff was advised that the firework vendor could also provide the City with a mobile app to allow the public to enjoy the same musical experience as visitors to Great America during the fireworks show to allow for a synchronized experience.

Programming

While scheduling details are still under development, the proposed schedule for the 2024 All-City Picnic and Fireworks Extravaganza is tentatively set for 4 p.m. to 10 p.m. with the fireworks show to start at approximately 9:40 p.m. with an end time of 10 p.m. in accordance with the established curfew.

Historically, the weather on the 4th of July has been hot. This start time will mitigate exposure to the heat and allow sufficient time for public safety to conduct necessary security checks for the large-scale event. Given the size of the campus and multiple walkways, a security perimeter will be established, and security checks conducted to ensure a safe event.

Costs

As indicated earlier, the budget for the fireworks portion of the 4th of July special event activities was eliminated starting in FY 2021/22. While the Department of Parks and Recreation has sufficient savings in FY 2023/24 to support the All-City Picnic, additional funding will be needed to support the fireworks component. The quote for the direct cost of the firework show at Great America is \$19,000. Additional funding will be needed for equipment and staffing from affected departments including Parks and Recreation, Police and traffic control given that this event was not included in the current budget. It is anticipated that the total costs will range from \$40,000 to \$50,000.

Funding

For many years, the City of Santa Clara's Electric Utility Department, Silicon Valley Power (SVP) has sponsored events and activities in and around the City of Santa Clara. On June 4, 2019, the City Council approved a list of annual sponsorships and delegated authority to the City Manager to approve additional sponsorships of up to \$10,000.

In October 2023, this list was updated primarily to increase sponsorship of Parks and Recreation events from \$50,000 to \$65,000 to support the following events:

- Sunset Cinema Series
- Concerts in the Park
- Fourth of July All-City Picnic
- 41st Annual Art and Win Festival
- Children's Halloween Party
- Holiday Tree Lighting

It is recommended that the list of Silicon Valley Power's annual sponsorships be amended to include sponsorship of the fireworks show in the amount of \$50,000.

Sponsorship benefits would include:

- Designation as a Presenting Sponsor. Event will be recognized as **Fourth of July: Firework Extravaganza Presented by Silicon Valley Power** and in all marketing and promotional pieces, flyer, banners, digital ads, email campaigns
- SVP logo on event webpage with link to website
- Mentions on City social media pages
- Recognition during event announcements

Conclusion

Given the current conditions at Central Park, it is recommended that the City partner with Mission College and Great America on a pilot basis for the 2024 All-City Picnic and Fireworks Extravaganza. While this represents a departure from tradition, such a pilot offers the following benefits:

1. A site location with adequate resources to support a large-scale special event that will not have a large impact on residential neighborhoods;
2. The ability to restore a fireworks show in 2024 that can be implemented in a safe and controlled area with minimal cost;
3. The ability to avoid traffic congestion and other negative impacts to the Central Park neighborhood on the holiday; and
4. The ability to develop stronger working relations with key partners in North Santa Clara in advance of the large-scale special events that are scheduled to occur in 2026 at Levi's Stadium.

ENVIRONMENTAL REVIEW

The proposed actions do not constitute a "project" within the meaning of the California Environmental Quality Act ("CEQA") pursuant to section 15378(b)(4) of Title 14 of the California Code of Regulations as the proposed actions will allow for funding of community events and do not involve a commitment to a specific project which may result in a potentially significant impact on the environment.

FISCAL IMPACT

The Department of Parks and Recreation budget has sufficient funding to support the All-City Picnic. The remaining additional cost for the fireworks show is \$50,000, which includes \$19,000 for the firework show at Great America and \$31,000 for equipment and staffing costs for Parks and Recreation, Police and Traffic Control. There is sufficient funding in the Electric Utility Operating Fund to cover the \$50,000 of additional costs for the event.

COORDINATION

This report has been coordinated with Silicon Valley Power, the City Attorney's Office, the Finance Department and City Attorney's Office.

PUBLIC CONTACT

Public contact was made by posting the Council agenda on the City's official-notice bulletin board outside City Hall Council Chambers. A complete agenda packet is available on the City's website

and in the City Clerk's Office at least 72 hours prior to a Regular Meeting and 24 hours prior to a Special Meeting. A hard copy of any agenda report may be requested by contacting the City Clerk's Office at (408) 615-2220, email clerk@santaclaraca.gov <<mailto:clerk@santaclaraca.gov>> or at the public information desk at any City of Santa Clara public library.

RECOMMENDATION

1. Authorize the City Manager to continue negotiations with Mission College and Great America and take all necessary steps to host and provide services for the 2024 All-City Picnic and Fireworks Extravaganza in alignment with the plan outlined in this Report; and
2. Approve the addition of the 4th of July Fireworks show to Silicon Valley Power's List of Annual Sponsorships in the amount of \$50,000.

Reviewed by: Cynthia Bojorquez, Assistant City Manager/Acting Director of Parks and Recreation Department

Approved by: Jovan Grogan, City Manager